



Federal Bureau of Investigation

Special Agent Selection Process Basic Field Training Course (BFTC)

FIDELITY / BRAVERY / INTEGRITY



FBI ACADEMY

EAST ENTRANCE

TABLE OF CONTENTS

GENERAL INFORMATION

| | |
|--------------------|---|
| Overview | 3 |
| Curriculum | 4 |
| Academy Tips | 5 |
| Suitability | 6 |
| Placement..... | 7 |

SPECIAL AGENT SALARY

| | |
|----------------------------|---|
| How Pay is Calculated..... | 8 |
|----------------------------|---|



General Information

Overview

After receiving a final job offer, candidates will report to the FBI Academy, where New Agent Trainees (NATs) and New Intelligence Analyst Trainees (NIATs) have the opportunity to train together. The NAT curriculum lasts 21 weeks (including orientation), while the NIAT curriculum lasts 12 weeks. Please note, family members/friends may not accompany NATs upon arrival. All trainees live on campus in dorm rooms with a roommate.

NATs and NIATs include individuals from a variety of diverse backgrounds, such as military veterans, teachers, chemists, accountants, lawyers, artists, doctors, engineers and more. Throughout training, NATs and NIATs are highly integrated and collaborative. However, unlike NIATs, NATs are expected to maintain a certain level of physical fitness throughout their time at the Academy.

During new agent training, you should expect strict dress and grooming standards. These standards are intended to foster safety, uniformity, accountability, a sense of discipline and to eliminate any unnecessary distractions from the training environment. Guidelines:

- » Must be cleanshaven throughout training.
- » Jewelry and piercings must be small, simple in design and not present a safety hazard.
 - Facial piercings are not permitted, except for female trainees, who are authorized to wear earrings.
- » Tattoo(s) determined to be disruptive to the learning environment must be covered by similarly colored long sleeves or a long-sleeve shirt to wear under the uniform polo shirt.
- » Hair must be of reasonable length without faddish or exaggerated style or color.
 - Men's hair must not be longer than the bottom of the collar, without adornment such as buns, ponytails or braids.

NOTE: If you need an exception from these standards due to your religion or disability, you may request an accommodation prior to beginning the Basic Field Training Course (BFTC).

All Special Agent training progressively increases in terms of intensity, rigor, knowledge, time, physical demands and practical application. The FBI discourages family members from moving near the Academy since trainees must be able to focus fully on training during the entire time assigned to the FBI Academy. The FBI will only cover relocation costs from an applicant's Processing Field Office (PFO) to their first office assignment (exceptions apply). NATs may be dismissed for failing academic or practical tests, demonstrating lack of suitability or inappropriate conduct.

Curriculum

Trainees' time at the FBI Academy will include lessons in a variety of areas, from firearms training to defensive tactics, defensive driving, evidence and intelligence collection and analysis, interviewing and negotiation techniques and much more.

Learning at the Academy is divided into two main segments:

Weeks 1–12: Academic Training

The first 12 weeks of training include a highly integrated learning environment where NATs and NIATs learn the threat-based, intelligence-driven and operationally focused approach the FBI takes to all investigations. This includes developing threat-based assessments, collecting intelligence and conducting investigations and planning operations throughout a variety of collaborative exercises. Candidates are expected to own their learning and work together to apply this learning to their future careers.

At the end of week 12, NATs attend the graduation of their NIAT classmates.

Weeks 13–20: Tactical Training

Weeks 13–20 are NAT-only training designed to hone tactical skills and precision. This training is physically demanding and intellectually challenging; it will include lessons in firearms, defensive tactics, defensive driving and more.

NAT graduation takes place during week 21.

Academy Tips

Packing and Arrival

Candidates should pack for the appropriate length of time for which they will stay at the Academy. The first four days include the FBI's Onboarding New Employees (ONE) orientation program, required before NATs and NIATs begin the Basic Field Training Course (BFTC). Please ensure that you follow the dress code below.

- » For the ONE program and some field trips, wear business attire.
- » For night and weekend dress, wear casual attire (no tank tops or flip flops are allowed on Academy grounds).
- » During work hours, 8 a.m. to 5 p.m., wear uniforms provided by the Academy.
- » Bring workout gear as appropriate; women should ensure they include workout tops that do not show bare midriffs while exercising.

Prohibited Items

Candidates may not bring any of the following items to the Academy:

- » Personal weapons.
- » Knives longer than 3 inches.
- » Thumb drives.
- » Personal computers or laptops, unless cleared by Security.

Candidates may bring their personal vehicles; however, parking at the Academy is limited.

Scheduling and Leave

Most of the training takes place Monday through Friday, 8 a.m. to 5 p.m.; however, there are requirements to attend instruction outside of these hours. Trainees are required to reside on campus for the entire first three weeks of training with a midnight curfew. Beginning the third weekend, trainees may travel off campus with a curfew still remaining at midnight from Sunday through Thursday. In addition, trainees may leave the campus during the weekends as long as they return by midnight on Sunday.

Trainees may request leave or time off for extreme circumstances, though this is subject to approval and will be reviewed against the class schedule and any other mitigating factors.

For additional questions related to the FBI Academy or BFTC, contact your Applicant Coordinator.

Suitability

Just because a NAT or NIAT passes the coursework does not necessarily mean he or she will graduate. Candidates should view the BFTC as a 21-week interview during which they are continually assessed for their fitness to join the FBI. Candidates are assessed on six dimensions of suitability:

- » Judgment
- » Conscientiousness
- » Integrity
- » Emotional Maturity
- » Initiative
- » Cooperation

Placement

New Agent Trainees (NATs) are asked to rank Field Office Assignments in order of preference, from one to 56.

Flexibility is key at the FBI. You must be prepared and willing to be assigned according to the needs of the Bureau. All Agents must sign and adhere to a mobility agreement, which states that as a Special Agent you accept the possibility of transfer as a condition of your employment. Once assigned to a Field Office however, new Special Agents are generally not transferred unless they request voluntary transfer, apply for management positions, or as a result of an emerging or existing critical need.

Upon graduation from the FBI Academy, you will be assigned to one of the FBI's 56 Field Offices or satellite offices. Roughly one-third of new agents get their first choice. Still not sure about the transfer process? At the end of the day, the mission comes first. However, over the past three years, on average, new Agents leaving Quantico have been assigned to one of their top five ranked offices. Furthermore, the FBI's greatest need is in offices like New York, Los Angeles, San Francisco and San Juan. If that's where you want to be, we'll guarantee that's where you'll end up.

Special Agent Salary

How Pay is Calculated

The FBI adheres to the General Schedule (GS) pay scale of the United States Civil Service, which is administered by the Office of Personnel Management (OPM).

New Agent Trainees (NATs) at the FBI Academy start at GL-10, Step 1, under the General Schedule (GS) Pay Plan, to include locality pay for the Washington, DC area, plus availability pay (AVP), which is 25 percent of the basic pay (base plus locality), provided certain requirements are met.

- » Since new FBI Special Agents are under the Federal Law Enforcement Officer (LEO) pay grade, they will earn salaries at the GL-10 [General Schedule plan code for LEOs] pay grade.
- » Once an employee is promoted to the next grade level, Special Agents will convert to the GS pay grade because the GL-10 is the highest pay grade under that pay plan code.

Upon graduation from the BFTC and assignment to their first Field Offices, new SAs will be paid at the GL-10 pay level, to include the locality pay that applies to their first offices of assignment, plus AVP, which is 25 percent of the basic pay (base plus locality), provided certain requirements are met.

Applicants with prior civilian government service (including FBI professional staff) may be eligible to receive higher steps that are commensurate with their highest previous pay, but they will not enter at higher grades.

To determine potential maximum salaries, locality and availability pay, please refer to OPM's website at www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/2018/general-schedule.