



Alaska Law Enforcement Information Sharing System

User Application Form ALEISS User ID Request

Agency Name _____

Employee _____

First Name

Middle Name

Last Name

Employee's E-mail Address _____

Employee's Phone Number _____

Employee's Job Title _____

Employee's Job Description _____

Level of ALEISS access desired

- Level 2: For users who are peace officers**, Level 2 allows access only to unrestricted information, but includes notice of the existence of restricted information. The notice informs the user that information exists relating to the user's query but cannot be displayed and advises the user to contact the originating agency for assistance.
- Level 3: For all other users**, Level 3 allows access only to unrestricted information, and does not indicate the existence of restricted information.

Qualification is based on the ALEISS Security Directives Section 5. Personal Security Clearance - 5.2.1.3 certification that the employee meets the qualifications described in this directive, based on the ALEISS Officer's personal review of one of the following:

- 5.2.1.3.1 a state and national criminal history record based on fingerprint identification of the employee within the past 30 days;
- 5.2.1.3.2 a current Alaska Public Safety Information Network (APSIN) security clearance issued to the employee under 13 AAC 68.215;
- 5.2.1.3.3 a current security clearance issued to the employee by the United States Department of Justice, Defense, or Homeland Security;
- 5.2.1.3.4 a current certificate issued to the employee by the Alaska Police Standards Council for employment as a police officer under 13 AAC 85.040 or a probation, parole or correctional officer under 13 AAC 85.22.

I, _____, ALEISS User, verify that I have read and understand the ALEISS MOU and Security Directives, and I have received training. _____
Signature Date

I, _____, ALEISS Officer for _____
Agency Name
verify the above user meets ALEISS eligibility. (Security Directive 5.1) _____
Signature Date

ALEISS System Administrator use only:
Date Received _____ User Name _____ Initial Password _____