

# PRIVATE DETECTIVE AND PRIVATE SECURITY CONTRACTOR LICENSURE EXAMINATION INFORMATION

The following information should help you prepare for the Private Detective and Private Security Contractor licensure examinations. Part I contains general information about testing procedures. Part II describes the content of each examination and recommends study materials. Part III includes sample questions to help you prepare for these examinations.

## Part I General Information

### **PURPOSE OF THE EXAMINATIONS**

These examinations are required for professional licensure of Private Detectives and Private Security Contractors by the Private Detective, Private Alarm and Private Security Act. Refer to the Act for a legal description of these professions and to determine which license(s) you need to obtain. Copies of the Act are available from the Illinois Department of Financial and Professional Regulation (IDFPR). You must pass the test for each profession in which you want to be licensed. If you wish to be licensed as a Private Alarm Contractor, consult the study guide for that examination.

### **TEST VALIDITY & TEST LENGTH**

The Private Detective, Private Security Contractor and Private Alarm Contractor tests are each 90 minutes in length. A combined version that includes all of the items on the Private Detective and Private Security Contractor tests is administered with a two-hour time limit for candidates who register for both examinations. These examinations have been developed under the jurisdiction of IDFPR. Test items have been subjected to strict psychometric controls and reflect standards and practices as described by professionals in the fields of security, detection, investigation, enforcement and law.

### **CANDIDATE ELIGIBILITY**

As mandated by Illinois statute, qualifications include verifiable experience in specified areas of employment and education as well as good moral character. If you wish to receive eligibility information, contact IDFPR for details.

### **APPLICATION FOR CANDIDACY**

Obtain the proper application packet(s) from IDFPR. Complete the packet as instructed. You will be notified of your candidacy status (Accepted or Denied). If accepted, you will be notified of the date, time and site of the examination approximately 10 days prior to the date of the test. If you wish to take more than one of these examinations, you must file separate applications, qualify for each test, and pay the fees for each test. All three tests are given on the same day.

### **REFERENCES**

References for these examinations can be purchased directly from the publishers identified in Part II, from bookstores such as Barnes and Noble or Borders, their websites, or from other online sources such as Amazon.com.

### **MISSING AN EXAMINATION**

There are no "make-up" examinations. You may re-register for the next examination date. **THERE ARE NO REFUNDS.**

**SUCCESS/  
LICENSURE**

Candidates who score 70 or higher will receive a PASS notice and an application for licensure.

**FAILURE/  
RE-EXAMINATION**

Candidates who score below 70 will receive a FAILURE notice and an application for re-examination. **As long as your employment, educational experience and application remain valid, there is no limit to the number of times you can take these tests.** Requalification may be necessary in some cases. Candidates are encouraged to retake the examination; many candidates who initially failed such an exam pass on subsequent attempts.

**Part II Test Content and Recommended Study Materials**

By statute, private detectives and private security contractors must be familiar with federal and state laws, legal authority and limits, and practices and procedures in their profession. The first two sections of each examination are identical; each test also includes a section on practices and procedures for a total of 75 questions. The combined test for candidates who apply for both licenses at the same time includes 115 questions covering all of the content areas identified below.

**Private Detective Examination**

**Private Security Contractor Examination**

Federal & State Law 23 Questions	23 Questions	Federal & State Law 23 Questions	23 Questions
1. Crimes and criminal statutes		1. Crimes and criminal statutes	
2. Court practices and procedures		2. Court practices and procedures	
3. Constitutional and police powers		3. Constitutional and police powers	
4. Firearm regulations and requirements		4. Firearm regulations and requirements	
5. Professional misconduct and penalties		5. Professional misconduct and penalties	
6. Eavesdropping and privacy protections		6. Eavesdropping and privacy protections	
Licensing & Practice Requirements 12 Questions	12 Questions	Licensing & Practice Requirements 12 Questions	12 Questions
1. Qualifications and training		1. Qualifications and training	
2. Business practices		2. Business practices	
3. Recordkeeping and reporting		3. Recordkeeping and reporting	
4. Violations and penalties		4. Violations and penalties	
Detective Practices 40 Questions	40 Questions	Security Practices 40 Questions	40 Questions
Gathering Information 16 Qs	16 Qs	Planning & Administration 10 Qs	10 Qs
1. Evaluating crime scenes		1. Security survey techniques	
2. Collecting and protecting evidence		2. Emergency planning and response	
3. Interviewing and interrogation		3. Personnel administration	
4. Surveillance techniques		4. Work safety and liability	
Case Management 12 Qs	12 Qs	Technology & Safety 12 Qs	12 Qs
5. Investigative processes and reasoning		5. Security video and surveillance systems	
6. Conducting special investigations		6. Fire protection and safety practices	
7. Criminal methods, motives and trends		7. Intrusion detection and access control	
Analysis, Reporting & Presentation 12 Qs	12 Qs	8. Physical security requirements	
8. Using sources of information		Security Operations 18 Qs	18 Qs
9. Forensic science and technology		9. Loss prevention procedures	
10. Presenting evidence and reports		10. Patrol techniques and traffic control	
		11. Serving special clients (hotels, retail, banks, hospitals, etc.)	
		12. Criminal methods, motives and trends	
		13. Crime scene procedures	
		14. Terrorism	
		15. Workplace violence	

## RECOMMENDED STUDY MATERIALS

All revisions to Illinois law as cited in this study guide and issued as of August 1, 2007, are included by reference in the study materials for these tests. Study materials for these examinations can be purchased directly from the publishers, from bookstores such as Barnes and Noble or Borders, their websites, or from online sources such as Amazon.com and bn.com.

**ALL CANDIDATES** must respond to test questions are based on information provided in the following sources. Most are available in many public libraries. Statutes, rules and other government documents also can be downloaded online.

1. *Illinois Criminal Law and Procedure Handbook, 2013 Edition*  
Illinois Compiled Statutes (ILCS), Chapters 720 and 725  
Publisher: Gould Publications  
Phone: (800) 847-6502 Website: [www.gouldlaw.com](http://www.gouldlaw.com)
2. *Private Detective, Private Alarm, Private Security and Locksmith Act and Rules*  
225 ILCS 447 and Administrative Code, Title 68, Chapter VII-b, Part 1240  
Available from: Illinois Department of Financial and Professional Regulation  
Phone: (217) 785-0800 Website: [www.idfpr.com/](http://www.idfpr.com/)
3. *Illinois Handbook of Government, 2011-12*  
U.S. and Illinois Constitutions, organization of Illinois government  
Available from: Illinois Secretary of State  
Chicago: (312) 814-2262 Springfield: (217) 782-5763  
Website: [www.sos.state.il.us](http://www.sos.state.il.us)

**PRIVATE DETECTIVE LICENSURE CANDIDATES** must respond to questions based on information provided in the following source:

- Criminal Investigation, 8<sup>th</sup> Edition (2010), James N. Gilbert*  
Publisher: Prentice-Hall  
Phone: (800) 282-0693 Website: [www.prenhall.com](http://www.prenhall.com)

**PRIVATE SECURITY CONTRACTOR LICENSURE CANDIDATES** must respond to questions based on information provided in the following sources:

1. *Introduction to Security, 9<sup>th</sup> Edition (2012), Robert J. Fischer, et. al.*  
Publisher: Butterworth Publishers  
Phone: (800) 545-2522 Website: [www.bh.com](http://www.bh.com)
2. *Principles of Security and Crime Prevention, Fourth Edition (2000)*  
Pamela A. Collins, Truett G. Ricks, Clifford W. VanMeter  
Publisher: Anderson Publishing Company  
Phone: (800) 582-7295  
Website: [www.lexisnexis.com/anderson/](http://www.lexisnexis.com/anderson/)

### Part III Sample Test

All questions on these examinations are multiple choice with one correct answer; choose the BEST answer to each question. These questions are provided for information purposes only; questions like these will be on the tests, but none of these questions will be repeated on the examinations.

1. Which of these is **NOT** an element of robbery?
  - A. Threatening the imminent use of force
  - B. Permanently depriving another of property
  - C. Using force in the presence of another person
  - D. Taking property in the presence of another person
  
2. Which of these is a written order from a court directed to a peace officer, or to some other person specifically named, commanding that a person be placed under arrest?
  - A. A writ of habeus corpus
  - B. A summons
  - C. A subpoena
  - D. A warrant
  
3. The Illinois Constitution guarantees that a person may be imprisoned for failure to pay a criminal fine only when which of the following occurs?
  - A. The person has failed to file an appeal.
  - B. The person has been convicted of fraud.
  - C. The person has willfully failed to make payment.
  - D. The person is six months behind in an installment plan for repayment.
  
4. A firearms training course
  - A. must be taught by an instructor and in a school with approval from the Department of Financial and Professional Regulation.
  - B. must be taught by a licensed private detective or private security contractor.
  - C. may be waived if the applicant has any military experience.
  - D. must be completed by all detective and security personnel.

5. Which of these is the Department of Financial and Professional Regulation authorized to do when it becomes aware of an individual who is not practicing in accordance with the act and rules governing private detectives and private security contractors?
- A. Suspend a license immediately followed by a hearing within 30 days
  - B. Petition the circuit court in the county where the individual resides to impose fines and penalties for each day the licensee continues to practice
  - C. Issue a warrant for the arrest of the individual for violation of the act and rules
  - D. Subpoena the individual and all agency employees to appear at a hearing that must be held within 10 business days
6. Who is eligible to be authorized to operate eavesdropping equipment?
- A. Only active duty law enforcement officers
  - B. Any retired or active duty law enforcement officer
  - C. Any licensed private detective or security contractor
  - D. A retired law enforcement officer who is certified by the Illinois State Police
7. Which of the following does **NOT** appear on an agency employee's identification card?
- A. The date of issuance
  - B. The employee's date of licensure
  - C. The signature of the person's employer
  - D. A personal description of the employee
8. How many employees must a registered agency have to be licensed and regulated under the act and rules governing private detectives and private security contractors?
- A. One
  - B. Two
  - C. Five
  - D. Ten
9. Which of these accurately describes the consequence of failing to notify the Department of Financial and Professional Regulation of a change of address?
- A. The employee registration cards of all agency employees expire immediately after the change of address.
  - B. The agency's license automatically expires 30 days after the change of address.
  - C. The individual's license is suspended 90 days after the change of address.
  - D. Practicing with an expired license may result in disciplinary action.

10. The characteristic appearance of asphyxia victims will be noted in what portion of the body?
  - A. Internal organs
  - B. Extremities
  - C. Face
  - D. Chest
  
11. Which of these refers to statements made during the commission of an offense?
  - A. Dying declarations
  - B. Res gestae declarations
  - C. Inadmissible declarations
  - D. Nolo contendere declarations
  
12. Which of these is most essential in a fixed surveillance?
  - A. Constant communication
  - B. Long-term memory
  - C. Patience
  - D. Agility
  
13. Which of the following exploits the greed of a victim?
  - A. Pigeon drop swindle
  - B. Bank examiner swindle
  - C. Ignorance swindle
  - D. Internet phishing
  
14. Which of the following is *LEAST* important in managing a case involving informants?
  - A. Keep documented records of when payments are made to the informant.
  - B. Offer the informant's services to other investigators.
  - C. Conduct frequent reviews of the informant's activities.
  - D. Complete a background check on each informant.
  
15. How does the Ballistic Identification System help improve investigation of cases involving firearms?
  - A. By speeding up fingerprint comparisons
  - B. By testing for atomic absorption discharge
  - C. By consolidating firearm ownership records
  - D. By cataloging crime scene firearm evidence

16. Which of these is **LEAST** important in the security assessment for a personnel department?
- A. Who has access to personnel files and records?
  - B. How are computerized personnel records stored?
  - C. Are payroll records managed by an outside contractor?
  - D. Can computer files be accessed from remote locations?
17. Which of the following is the best example of applying a tort law?
- A. Armed robbery
  - B. Residential burglary
  - C. Malicious prosecution
  - D. Sexual assault
18. Which statement most accurately describes appropriate uses of CCTV systems?
- A. Cameras should be matched to the light levels available in each facility.
  - B. Coaxial cable provides the longest distance for signal transmission.
  - C. Vidicon cameras are most effective in outdoor locations.
  - D. All video surveillance requires full-time supervision.
19. What is the purpose of security systems and procedures in a controlled area?
- A. To assure that visitors are never admitted without an escort
  - B. To prohibit access to sensitive materials by unauthorized personnel
  - C. To guarantee that secure areas are protected by at least two security personnel at all times
  - D. To require proper documentation and witnesses to all potential security violations in a facility
20. Which of the following should be considered most important in determining a client's security staffing needs?
- A. The number of employees in the client's firm
  - B. The number of guards employed by the contractor's agency
  - C. The number of access points, hours open and total area to be protected for the client
  - D. The number of people the contractor can hire quickly if the agency is awarded the client's security account

21. From a patrol standpoint, which of the following would **NOT** be considered a fixed post?
- A. Guarding a gatehouse
  - B. Securing a building lobby
  - C. Staffing a communications center
  - D. Walking a permanently assigned route
22. Which of these causes the greatest risk of computer crime impacting individuals?
- A. Logic bombs
  - B. Identify theft
  - C. A Trojan horse
  - D. Software piracy

**ANSWER KEY**

Question	Answer	Supporting References
1	B	720 ILCS 5/18-1
2	D	725 ILCS 5/107-1a
3	C	Illinois Constitution, Article I, Section 14
4	A	225 ILCS 447/35-40; Rule 1240.30
5	A	225 ILCS 447/40-5
6	D	725 ILCS 5/108B-1
7	B	225 ILCS 447/35-30(f)
8	A	225 ILCS 447/15-15, 25-15
9	D	Rule 1240.550
10	C	Gilbert 8 <sup>th</sup> Edition, pages 272-73
11	B	Gilbert 8 <sup>th</sup> Edition, page 54, 275-76, 281
12	C	Gilbert 8 <sup>th</sup> Edition, pages 396
13	A	Gilbert 8 <sup>th</sup> Edition, pages 336-37, 346-47
14	B	Gilbert 8 <sup>th</sup> Edition, pages 136-41
15	D	Gilbert 8 <sup>th</sup> Edition, pages 239
16	C	Fischer & Green 8 <sup>th</sup> Edition, page 153
17	C	Fischer & Green 8 <sup>th</sup> Edition, pages 129-133; Collins, Ricks & VanMeter 4 <sup>th</sup> Edition, pages 352-54
18	A	Fischer & Green 8 <sup>th</sup> Edition, pages 211-215
19	B	Fischer & Green 8 <sup>th</sup> Edition, page 330
20	C	Fischer & Green 8 <sup>th</sup> Edition, pages 77-79; Collins, Ricks & VanMeter 4 <sup>th</sup> Edition, page 145
21	D	Fischer & Green 8 <sup>th</sup> Edition, pages 80-81
22	B	Fischer & Green 8 <sup>th</sup> Edition, pages 438-441