

2025 AOC Juvenile Officer Salary State Reimbursement Form

Judicial District: _____

County or Counties: _____

A JUVENILE CIRCUIT JUDGE SHALL SUBMIT THIS ON BEHALF OF ALL COUNTIES IN THEIR DISTRICT BEFORE PAYMENT CAN BE MADE TO ANY COUNTY.

Please include all Juvenile Officers who have worked for each county from January 1, 2025, to December 31, 2025. Please include all Juvenile Officers who were employed in your circuit during 2025, irrespective of the length of time they were an employee. Do not indicate slots or positions on this form. Instead, please provide the hire date and the last day of employment- or acknowledge they are still a current employee. This will allow the AOC to reimburse the maximum amount allowed pursuant to Arkansas law, as we will combine positions held by different officers into one slot.

If more than one county is entitled to reimbursement for a juvenile officer, please indicate each county and the 5 amount to be reimbursed to each county. For example: County A should receive 33% for Sam Jones and John Doe, and County B should receive 66% for those officers. Lastly, please state the gross salary for each officer, which should be reflected as the largest figure on the W2 or on other certified financial documents from the county reflecting total compensation, as submitted by the juvenile judge. If an officer has multiple W2s from different counties, their total salary should be determined by adding all total salaries. Please note W2 forms and any other documentation reflecting total compensation are required to be submitted with this reimbursement form. The juvenile judge must certify salary reimbursement as well as education requirements at the end of this form.

Attach additional pages, if necessary.

Juvenile Judge's Certification to Reimbursement Request

I hereby certify that the above-listed information is true and correct to the best of my knowledge and recognize that reimbursement to counties will be held until documentation is received for all counties in my judicial circuit.

Circuit Judge Signature

Print Name

2025 AOC Juvenile Officer Education Certification, as Approved by the Juvenile Judge

I do hereby certify that the above-listed juvenile officers completed their education requirements as set forth in the Juvenile Officer State Reimbursement Guidelines found at: https://arcourts.gov/sites/default/files/formatted-files/JO_State_Reimbursement.pdf. I further certify that my office maintains proof of compliance for all officers listed above.

Circuit Judge Signature

Print Name

Please forward this form, W2s, and other financial forms reflecting total compensation, to juvenileofficers@arcourts.gov

PLEASE INDICATE WHO THE CHECK IS PAYABLE TO AND WHERE TO MAIL THE CHECK. Please include that information for all counties that you listed with a percentage above.
