

## Basic Law Enforcement Academy Information Packet

Law Enforcement Training Center

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[www.redwoods.edu/AJ](http://www.redwoods.edu/AJ)

The College of the Redwoods Basic Law Enforcement Academy is a Modular 950-hour, 23-week, 32.5 unit course certified by the California Commission on Peace Officer Standards and Training (P.O.S.T.). It is presented in a MODULAR format. Students having completed Modules III and/or II at another training center may complete the Academy at College of the Redwoods but must contact this office in advance of attendance with these requirements:

- A t-score of more than T-42 on the PELLETB is required
- If more than a year has passed since completion of the prior module, the end-of-module exam must be taken and proof of score provided.
- A copy of the POST training profile must be provided to show proof of completion of prior module(s) at a POST certified Academy (a certificate does not satisfy this requirement).

### PELLETB

The first step to Academy entrance is successful completion of the PELLETB (POST Entry Level Law Enforcement Test Battery). The PELLETB is a test intended to test your BASIC literacy and to make sure you will be comfortable with the testing and studying required for the Academy. It is required by P.O.S.T. No fee is required to take the exam. Test results are good for one year. You may take the test as many times as needed to obtain a passing score. However, only one attempt at each month's test is allowed (once for March, once for April, etc) and you must wait 30 days between attempts. Also recognize that a repeated difficulty would indicate a need for further English studies. To register for the test, please call (707) 476-4334 during regular

business hours. Receipt of a passing score will start the application process. You will also need to demonstrate the physical agility minimums as noted above.

See testing dates at [www.redwoods.edu/aj](http://www.redwoods.edu/aj).

View a practice test at [https://post.ca.gov/portals/0/post\\_docs/publications/poWrittenPracticeTest.pdf](https://post.ca.gov/portals/0/post_docs/publications/poWrittenPracticeTest.pdf)

In addition to the PELLETB, you will now also be required to demonstrate your physical aptitude. On the day of and prior to the PELLETB, you will be required to:

- Complete 20 pushups (straight-leg) in one minute
- Complete 25 sit-ups in one minute
- Run 1.5 miles in 17 minutes or less

These minimum requirements this will assure the entire class is able to work hard and work together towards successful completion of the POST Job-Related Work Test Battery. If you are unable to successfully demonstrate these feats, you may return at any time to try again but you MUST complete the test prior to starting the academy. The physical testing will start at 8:00 am with the PELLETB to follow immediately. Allow three hours to complete the PELLETB though you may finish sooner.

*NOTE: We do not include the essay exam.*

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[www.redwoods.edu](http://www.redwoods.edu)

#### Eureka

7351 Tompkins Hill Rd  
Eureka, CA 95501  
(707) 476-4100

#### Del Norte

883 W. Washington Blvd  
Crescent City, CA 95531  
(707) 465-2380

#### Eureka Downtown

525 D Street  
Eureka, CA 95501  
(707) 476-4500

#### Klamath-Trinity

65 Orchard St.  
Hoopa, CA 95546  
(530) 625-4821



## Admission Requirements

Each academy class is limited to forty students. Applications will be accepted in order of their receipt.

- Students will be required to take the P.O.S.T. Entry Level Reading and Writing Skills Test (See Above) prior to attending the academy and pass with a T-score of 42 or higher. Also note that applicants will have to possess a high school diploma or a G.E.D to be hired by a California agency.
- The law requires that each student seeking admission to a basic course of training who is not employed full-time by a law enforcement agency or as a reserve officer or deputy submit fingerprints to the Calif. Department of Justice and submit clearance from the California Department of Justice that he or she has no criminal history background which would disqualify him or her, under state law from owning, possessing, or having under his or her control any pistol, revolver, or other firearm capable of being concealed on the person. This clearance is required to be on file prior to the start of the academy.
- Each student must submit a medical clearance prior to the beginning of the academy, in order to participate in and fulfill the Lifetime Fitness requirements of the Academy. (please refer to Frequently Asked Questions for details on the application process).
- Students must hold a current, valid driver's license in order to operate Academy vehicles as part of the Basic Academy.

## Housing

The College of the Redwoods Police Academy is not a live-in program. Students must provide their own food and lodging. We do however, provide a list of affordable housing in order to assist students in finding a suitable place to live. This list is merely provided as a convenience to students and is not to be construed as approval or certification by the College of any particular property listed therein.

There are dorms on the CR campus. You can access the Housing and Residential Life website or call their office at 707-476-4294

## Parking on campus

The parking of any motor vehicle on campus shall be by proper acquisition and display of a valid and current parking permit. The permits are issued by a vendor outside of the College. Information will be provided to you at acceptance to the Academy or it can be found on the Public Safety page of the College of the Redwoods website.

## Costs

The following fees are subject to change. For more details and exact costs, please call the Law Enforcement Training Center.

<b>Registration (enrollment) Fee</b> - 32.5 semester units (\$46/unit)	\$1495.00
<b>Health Fee</b>	\$18.00
<b>Out-of-state Tuition</b> - 31 semester units <i>This fee is for any student who has not resided within the State of California for one year prior to the day of registration and is in addition to registration fee.</i>	\$7099.00 (\$229/unit)
<b>Fingerprint Fee</b>	\$100.00
<b>On-Campus Parking</b>	\$40.00
<b>POST Student Workbooks</b> (Order online)	\$250.00
<b>Vehicle and Penal Codes</b>	\$45.00
<b>Defensive Driving</b>	\$200.00
<b>Driving Simulator</b>	\$40.00
<b>Force Option Simulator Training</b>	\$40.00
<b>Uniforms</b> - including trousers, shirts, shoes, belt, jacket, lettering - (this is for basic quantities and vary according to uniform supplier)	\$500.00
<b>Ammunition</b> (approximate based on supplier)	\$1000.00
<b>Firearm</b>	\$400-\$800
<b>Physical Training Clothing</b>	\$55.00
<b>APPROXIMATE Total Cost</b> (excluding out-of-state tuition, housing, food, and transportation)	\$4,000 to \$4,500

Registration, Health, Parking and Defensive Driving fees are due at the time of registration. Checks should be payable to College of the Redwoods. Students who are awaiting financial assistance have a 30 day grace period

## Communications

Mail should be addressed as follows:

Name of Student  
Basic Law Enforcement Academy  
College of the Redwoods  
7351 Tompkins Hill Road  
Eureka, CA 95501

Telephone calls can be placed to persons in the Basic Academy at 707-476-4334.

\*Students will not be allowed to leave class to answer phone calls unless it is regarding an emergency.

## Registration

Students may reserve a space in the Academy by calling the Law Enforcement Training Center. The official registration will be coordinated with the Enrollment Services Department on the Eureka campus of The College by the staff at the Training Center.

## Subvention

The College of the Redwoods Basic Law Enforcement Academy is certified by the California Commission on Peace Officer Standards and Training (POST). Subvention for eligible agencies will be under Reimbursement Plan I. Only those persons currently employed on a full time basis by a police or sheriff's department who do not hold a POST Basic Certificate will be eligible for POST reimbursement.

If a person from out-of-state has applied for a position with a California law enforcement agency and is guaranteed employment upon completion of the Basic Law Enforcement Academy, the Out-of-state tuition fee may be waived.

Upon completion of the Basic Law Enforcement Academy, the student receives POST. Certification of Completion. This certification expires three years following graduation from the Academy. A graduate of the Academy who is not employed within the three-year period will need to go through the POST re-qualification

process, or retake the Basic Course before being employed as a law enforcement officer in California.

## Minimum age requirements:

- Most Police Agencies will only employ officers who are over the age of 21 years.
- P.O.S.T. re-certification is necessary for anyone not hired within three years of Academy graduation.

For these reasons, students are strongly encouraged to plan attendance so that their graduation puts them very close to 21 or beyond. While earlier attendance is allowed, those graduating sooner will limit the time available to them to obtain a position in law enforcement.

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## Basic Law Enforcement Academy Information and Requirements

*PLEASE READ THE FOLLOWING CLOSELY!*

### Physical Fitness Requirements

A. The Basic Academy Lifetime Fitness Program is designed by the Commission on Peace Officer Standards and Training and administered by Academy staff to develop an enhanced level of physical fitness, in a manner that will both prepare the student to perform physically demanding police tasks, and instill a desire to maintain a high level of fitness throughout the law enforcement career. To this end, the objectives of the program are to:

- Prepare each student to achieve at least the minimum physical job task performance standards.
- Sensitize and educate each student to the importance of maintaining a lifelong health related personal physical fitness program.
- Provide positive reinforcement and support for maintaining high fitness levels and personal health-related physical fitness programs.

B. At the conclusion of the physical conditioning program a student must successfully complete a battery of job-related tests in order to graduate from the Academy. The test battery will consist of a series of work samples that must be performed within a specified time. Examples of the kinds of work sample tests include:

- Run 15 feet, climb over a 6-foot solid wall and run another 75 feet.
- Run 15 feet, climb over a 6-foot chain link fence and run another 75 feet.
- Drag a 165 pound mannequin 32 feet.
- 99 yard obstacle course.
- 500 yard run

All events are timed and the times are converted to points. Each student must attain a minimum of 384 points out of a maximum of 705.

C. Testing will be discussed during the first week of the Academy.

D. Evaluation Testing will be conducted at a mid-point in order to evaluate fitness progress.

### Financial Preparation

Attendance at the Academy is an **expensive educational experience**. In addition to the fees itemized on the Cost Sheet, the student needs to be prepared to pay for housing, transportation, food and whatever associated or incidental expenses that may arise. Historically, students who arrive at the Academy with inadequate funding find the Academy to be difficult. Unexpected expenses (i.e.: illness, car repair) quickly deplete available funds. There have been instances in which students have had to withdraw from the Academy because an unforeseen incident depleted their funds, and they could not afford to continue.

- Students who are employed part or full-time during the Academy find that their performance suffers.
- Those who are overly fatigued from outside work have difficulty focusing during classroom presentation.
- They also will have less available time for study and class preparation. This is important when prospective employers look at class achievement as a predictor of success on the job.
- Potential students are encouraged to have full funding/financing in place before starting the Academy. This will allow them to concentrate on their studies and excel in the Academy.



## **REQUIRED PRIOR TO BEING HIRED BY A CALIFORNIA AGENCY**

### **You must be:**

- A citizen, or permanent resident alien who is eligible for and has applied for citizenship.
- 21 years old, minimum in state of California.
- fingerprinted- to disclose any criminal record.
- Of good moral character-determined through background investigation.
- Without physical, emotional, or mental conditions, which might adversely affect the exercise of the powers of a peace officer.
- A high-school graduate-or equivalent. Two or four year degree is desirable.

## **DISQUALIFYING FACTORS**

### **You cannot be:**

- Convicted of a felony in this state or any other state.
- Convicted of a crime in another state that would be a felony in this state.
- Charged with a felony and adjudged by superior court to be mentally incompetent.
- Found not guilty by reason of insanity of any felony.
- Mentally disordered sex offender.
- Adjudged addicted or in danger of becoming addicted to drugs.
- Convicted and committed to a state institution.

## **RECOMMENDATIONS for those considering the Academy**

- Enroll in a two-year college or four-year university; a degree will give you a definite advantage. A Criminology or AJ major is not mandatory BUT College of the Redwoods has a Police Science Degree to consider as preparation for this career.
- Consider an internship with a law enforcement agency.
- Get involved in a Cadet program or Explorer program with a law enforcement agency.
- Become a reserve peace officer with a law enforcement agency.
- Go on a ride-along with several law enforcement agencies.
- Military experience is a definite plus. (Military Police, leadership roles, etc.)
- Attend career and job fair that are geared toward a future in law enforcement.