

AVAILABLE FALL 2019

ADMINISTRATION OF JUSTICE 155

PEACE OFFICER TRAINING MODULE – LEVEL II

In order to participate in AJ 155, you must have successfully completed the Peace Officer Training Module III Exam within the preceding 12 months. You must also provide proof of a current Commission on Peace Officer Standards and Training (P.O.S.T.) Level III Certificate and a copy of your current P.O.S.T. profile print out.

*If it has been more than a year since you completed Level III, you are required to take the POST-constructed Comprehensive Module III End-of-Course Proficiency Test. Please inquire directly by phone or email for the scheduled test date information. This exam is an overview of Module III, which assesses LDs: 2, 3, 5, 15, 16, 20, 31, 36, and 39. For more information, please visit the POST website: post.ca.gov.

If you have the DOJ Clearance letter for the Livescan you completed to participate in the Police Reserve Academy Level III, it must be for POST Certification and dated **within 90 days** prior to the first class meeting; otherwise, you will need to complete a new livescan.

You must submit the required documentation to the LETP office, RM 107, located in the Industry and Technology Division Office, RM 102. Open office hours are Tuesday-Friday, 2:00 PM – 5:30 PM. Official documents must be sealed/unopened.

PREREQUISITE CHECKLIST:

SUCCESSFUL COMPLETION OF MODULE III AND CURRENT P.O.S.T. PROFILE PRINTOUT

Completion of Module III dated within the last **3 years**

LIVESCAN – DOJ CLEARANCE LETTER

Letter dated within **90 days** prior to the first class meeting

ECC MEDICAL CLEARANCE FORM

Dated within **6 months** prior to the first class meeting

CALIFORNIA DMV DRIVER RECORD

Dated within **30 days** prior to the first class meeting

NOTE: Prerequisite documents are due prior to the start of the course. If your documents are incomplete on the first day of class, you will be dropped.

Prospective students are welcome to contact the P.O.S.T. Program Administrative support, Amanda Baldonasa, by email: abaldonasa@elcamino.edu or phone (310) 660-3593 ext. 6498

Livescan Instructions

1. Fill out the Applicant Information section; disregard the Billing & Misc. Number lines.
2. Verify in the livescan system your address is **correctly input** by the livescan technician.
3. The DOJ clearance letter will be mailed to your home address within 2 weeks after you have been fingerprinted. *The letter date must be within 90 days of the first class meeting.
4. Submit DOJ Clearance letter to the Law Enforcement Training Program office at El Camino College, with attention to: Amanda Baldonasa, P.O.S.T. Administrative Support.



REQUEST FOR LIVE SCAN SERVICE

Applicant Submission

CA0349400

ORI (Code assigned by DOJ)

POST CERTIFICATION (NON-SPONSORED 13511.5 PC)

Authorized Applicant Type

POST CERTIFICATION

Type of License/Certification/Permit OR Working Title (Maximum 30 characters - if assigned by DOJ, use exact title assigned)

Contributing Agency Information:

DOJ/BUREAU OF FIREARMS

Agency Authorized to Receive Criminal Record Information

Mail Code (five-digit code assigned by DOJ)

P.O. BOX 820200

Street Address or P.O. Box

Contact Name (mandatory for all school submissions)

SACRAMENTO

City

CA 94203-0200

State ZIP Code

(916) 227-1375

Contact Telephone Number

Applicant Information:

Last Name

First Name

Middle Initial

Suffix

Other Name

(AKA or Alias) Last

First

Suffix

Date of Birth

Sex Male Female

Driver's License Number

Height

Weight

Eye Color

Hair Color

Billing Number

(Agency Billing Number)

Place of Birth (State or Country)

Social Security Number

Misc. Number

(Other Identification Number)

Home

Address Street Address or P.O. Box

City

State

ZIP Code

Your Number:

OCA Number (Agency Identifying Number)

Level of Service:

DOJ FBI

Firearms

If re-submission, list original ATI number:

(Must provide proof of rejection)

Original ATI Number

Employer (Additional response for agencies specified by statute):

DOJ/BUREAU OF FIREARMS

Employer Name

Mail Code (five digit code assigned by DOJ)

P.O. BOX 820200

Street Address or P.O. Box

SACRAMENTO

City

CA 94203-0200

State ZIP Code

Telephone Number (optional)

Live Scan Transaction Completed By:

Name of Operator

Date

Transmitting Agency

LSID

ATI Number

Amount Collected/Billed

Livescan Locations

*The total for the Livescan service is the rolling fee plus the standard DOJ and Firearms fee of \$51.

<u>Agency</u>	<u>Phone and Address</u>	<u>Rolling Fee</u>	<u>Schedule</u>
Certifix Live Scan dbw Alhambra Live Scan	(626) 586-1263 1120 West Valley Blvd Alhambra, CA 91803	\$10 *	Walk-Ins 9:00AM - 6:30 PM
Red Door Investments, Inc.	(310) 515-0326 852 W Gardena Blvd. Gardena, CA 90247	\$14 *	Appointment Only Monday-Saturday 11:00 AM - 5:30 PM
PNJ Services	(310) 515-1030 18036 S Western Ave Gardena, CA 90248	\$15 *	Walk-Ins 9:00AM - 6:30 PM
Imperial Professional Services	(562) 806-3390 10848 Paramount Blvd Downey, CA 90241	\$16 *	Walk-Ins Monday-Friday 8:00 AM - 6:00 PM Saturday: 9AM-6PM
A Identity Match	(562)281-9495 9724 Artesia Blvd, Suite C Bellflower, CA 90706	\$17 *	Walk-Ins Monday-Thursday 9:00 AM-6:00 PM Friday 9:00 AM-12:00 PM
Fred's Notary and Fingerprints	(818) 787-2387 14437 Victory Blvd Van Nuys, CA 91401	\$18 *	Walk-Ins Monday - Friday 10:00AM - 6:00 PM Saturday: 11 AM-3 PM
1 Airport Drug Testing	(323)449-0401 14619 Prairie Avenue Lawndale, CA 90260	\$20 *	Walk-Ins Monday-Friday 12:00 PM - 6:00 PM
1 Hour Photo Prolab	(310) 674-8920 300 S Market Street Inglewood, CA 90301	\$20 *	Walk-Ins Monday-Friday 9:30AM - 5:00PM
A Fingerprints	(310) 328-8818 21720 S. Vermont Ave Torrance, CA 90502	\$20 *	Walk-Ins & App Only Time Varies
CSU Dominguez Hills *Must purchase \$8 parking permit if you park on campus	(310) 243-3343 1000 E. Victoria Sreet Carson, CA 90747	\$20 *	Walk-Ins Monday-Friday 8:30 AM - 4:30 PM
El Camino College Campus Police Department	(310) 660-6140 16007 Crenshaw Blvd Torrance, CA 90506	\$20 *	By Appointment Only Time Varies
L.J. Bragg Security Guard Training	(310) 962-8203 4830 Crenshaw Blvd Los Angeles, CA 90043	\$20 *	Monday-Friday 10:00 AM - 6:00 PM Saturday 11 AM - 2 PM

*Important Notice: The prices, terms, and availability are subject to change as per agency.
Please contact the agency by phone for specific information regarding their services.

Updated: 09/13/2017

Medical Clearance Form Instructions

1. Read document **entirely**.
2. Review all physical activities listed prior to your appointment with a medical professional; check box next to any activities you have a concern about.
3. Fill out the Student Certification section, sign, and date.
4. Discuss with medical professional all activities you checked a box next to.
5. Submit the completed ECC Medical Clearance form to the Law Enforcement Training Program office at El Camino College, Industry and Technology building, room 102, with attention to: Amanda Baldonasa, P.O.S.T. Administrative Support.



MEDICAL CLEARANCE FOR ENTRANCE FORM

----- Student Certification -----

STUDENT: _____

Student ID # _____

Academy Class # _____

I have read the attached list of physical activities required of the Law Enforcement Training, **LET**, - Police Academy- students/cadets. I certify, to the best of my knowledge and belief, I am able to do all the activities listed. I further certify if I had any concerns about my ability to do certain activities, I discussed those concerns with the medical professional listed below.

STUDENT'S SIGNATURE

DATE

----- Medical Professional Certification -----

NAME: _____
MEDICAL PROFESSIONAL - PLEASE PRINT

ADDRESS: _____

PHONE: _____



During LE Training, students/cadets may perform the physical activities listed on the attached pages.

Medications Prescribed?

- NO YES — if yes, please check the appropriate box:
 - Will **NOT** impair student's participation in the listed activities
 - WILL** impair student's participation in the listed activities

The client listed above has been examined and found physically acceptable for full and unrestricted participation in a Law Enforcement - Police Academy Training Program. YES NO

Comments: _____

MEDICAL PROFESSIONAL'S SIGNATURE

DATE

MEDICAL CLEARANCE FOR ENTRANCE FORM
(Check box next to any activity you have a concern about.)

During LET – Police Training- students/cadets perform the physical activities listed below.

I. PHYSICAL CONDITIONING

- Flexibility Development using both dynamic (multiple joint and muscle movements) and static (resistance and hold) stretching exercises
- Partner-assisted strength-slow ballistic calisthenics
- Cardiovascular and Strength Endurance training to include (but not limited to): a variety of calisthenics, pushups, pull ups, dips, sit ups, up-downs (burpees), sustained planks, knee bends/squats, and jogging; all requiring repetitions
- Interval circuit weight training with free weights and/or resistance bands (weight/resistance to be determined by cadet and instructor)
- Interval running-run/walk such as run 220 yards then walk 110 yards (repeat 10 times)
- Agility circuit-series of full body, high speed agility-vaulting, skipping, body twists, etc.
- Cardiovascular Development using interval repetitions and/or endurance cycles (20-40 minutes at Target Heart Rate) accomplished primarily through sustained running/jogging

Please check any activity you have a concern about:

- Stationary or regular bicycle
- Stair climber
- Row machine
- Elliptical machine
- 20 to 40 minutes of sustained running/jogging
- Jogging up and down stairs and/or hills

II. FIREARMS TRAINING

- Run or sprint 25 yards and/or perform calisthenics and then fire handgun from various positions (standing, kneeling, prone).
- Fire handgun courses from various positions (standing, kneeling, prone).
- Fire shotgun/rifle courses from various positions (standing, kneeling, prone).
- Establish and maintain stable footing/balance during shooting positions while transitioning quickly from one position to the other (e.g., standing to kneeling, kneeling to standing, and standing to prone).

III. ARREST AND CONTROL

- Warm-up exercises to include pushups, sit-ups, up-downs (burpees), stretching, neck rotation, etc.
- Baton strike maneuvers.
- Pain compliance holds to include wrist locks, hand-cuffing, take downs, and carotid restraint.
- Take down maneuvers, repetitive knee bends, lunges, ground fighting exercises, and repetitive body rotation maneuvers.
- Ability to support body weight of another person while demonstrating take down and handcuffing techniques.

_____ Student: Initial to signify that you have read the activities listed on this page and will discuss any concerns with the medical professional listed above. (Check box next to any activity you have a concern about.)

MEDICAL CLEARANCE FOR ENTRANCE FORM
(Check box next to any activity you have a concern about.)

IV. CHEMICAL AGENTS TRAINING

- Brief exposure to a non-lethal, aerosol chemical agent such as OC (oleoresin capsicum).
- Brief exposure to a non-lethal, riot control chemical agent such as CN (chloroacetophenone) or CS (o-chlorobenzylidene-molononitrile).

V. DRIVING

- Slow speed driving course (braking, emergency braking, body twisting, and neck rotation)
Please check:
 - Able to maintain throttle/accelerator control at variable speeds (0-50 mph)
 - Able to move right foot quickly from accelerator to brake with precision and control
 - Does not require an apparatus that could interfere with accelerator and/or braking movements

VI. SCENARIO TRAINING AND TESTING

- Apply control holds to, arrest, and search single and/or multiple suspects
- Repetitive standing, walking, and jogging on various terrain/surfaces (i.e., paved, grass, dirt, gravel, hillsides)
- Perform various searches (i.e., looking under and on top of suspected hiding places, repetitive standing, kneeling, squatting, and/or prone positions)
- Perform vehicle stops (i.e., repetitive standing and kneeling required)
- Ability to stand, walk, and/or run unassisted with weapon in either hand

VII. PHYSICAL ASSESSMENT TEST

- Body drag:** run backwards 32 feet while dragging a 165-pound dummy for time
- Solid fence climb:** run/sprint 25 yards, scale 6' solid wall, land on ground with both feet, and run/sprint 5 yards for time
- Chain-link fence climb:** run/sprint 25 yards, scale 6' chain-link fence, land on ground with both feet, and run/sprint 5 yards for time
- 99 yard obstacle course (simulated parking lot chase):** run/sprint 99 yards, make several lateral movements, and scale obstacles that include a 3' saw horse for time
- 500 yard run:** run/sprint 500 yards for time
- 1.5 mile run:** run 1.5 miles for time
- Abdominal curls:** perform as many abdominal curls as possible in 1 minute
- Sit and reach:** a test to determine overall range of motion and flexibility
- Pushups:** perform as many continuous motion pushups as possible as an indicator of arm, upper body, and core strength and endurance

**** Cadets who are or may become pregnant are urged to discuss the possible health risks to the fetus from the physical activities required during training and from the inevitable loud noises and exposure to lead during firearms training.**

_____ **Student: Initial to signify that you have read the activities listed on this page and will discuss any concerns with the medical professional listed above.** (Check box next to any activity you have a concern about.)



LET PROGRAM COSTS AND REQUIREMENTS

- AGE:** You must be at least 18 years of age. It is recommended that you be at least 21 years of age as most agencies do not hire applicants younger than 21. For those younger than 21, you are strongly encouraged to take college coursework to earn a degree. In addition to a degree in Administration of Justice, El Camino College offers a variety of courses that enhance your likelihood of employment in law enforcement. Specialty courses include, Homeland Security, Emergency Management, Forensics, and Crime Analysis.
- EDUCATION:** To become a peace officer in California you must have a high school diploma or GED. Possession of a two, four or advanced degree from an accredited or approved institution improves your prospects in this competitive career.
- LICENSE:** You must have a valid California Driver's License.
- FINGERPRINT CHECK:** Students must receive a California Department of Justice Firearms and Arrest Clearance (Penal Code 13511.5) – Live Scan
- MEDICAL EXAM:** You must have a medical examination before being admitted into the training program. The results must be recorded on a medical form provided by El Camino College. Medical examination documents will be due the first week of the course.
- COURSE LENGTH:** The POST Level III and POST Level II courses are offered in a modular format, each taking one semester to complete. Each module is a separate stand-alone course and will require independent registration. Students must successfully complete Level III in order to be eligible to attend Level II.
- FINANCIAL AID:** The Financial Aid office is located on campus. The telephone number is (310) 660-3493
- VETERANS AID:** The Veterans Service Center office is located on the main campus. The telephone number is (310) 660-3486.
- GRADUATION:** Upon graduation from Module III, you will receive a certificate of completion that enables you to qualify for any police department in the State of California as a Level III Reserve Officer.

Upon graduation from Module II, you will receive a certificate of completion that enables you to qualify for any police department in the State of California as a Level II Reserve Officer.

The certificates of completion are valid for three years from the date of their issuance.

EXTENDED/MODULAR POLICE TRAINING

The extended modular training is designed to allow students who must maintain employment the opportunity to complete police training. The classes meet Monday and Wednesday, 6:30 PM to 9:00 PM and Saturdays from 7:30AM to 4:00PM. Due to training requirements, hours may be extended on some class meeting days and some Sundays will be scheduled.

The program is designed to meet the needs of those aspiring to be Level III, or Level II reserve police officers.

- To qualify as a Level III reserve police officer, one must complete Module III, which consists of a minimum of 144 hours of training.
- To qualify as a Level II reserve police officer, one must complete Module III *AND* Module II, which consists of an additional minimum of 189 hours of training.

The modules do not have to be completed at one time nor completed at the same training facility.

Prerequisites for entry into Module III: medical clearance, California DOJ clearance for firearms, and a valid driver's license.

Prerequisites for entry into Module II: successful completion of Module III (within 3 years), current in PC 832 Arrest and Firearms training requirements, passage of the POST-constructed Comprehensive Module III End-of-Course Proficiency Test within the preceding 12 months, medical clearance, California DOJ clearance for firearms, and valid driver's license.

COST ESTIMATES

MODULE III

TUITION AND FEES (tuition and fees are approximate and subject to change each semester)

Tuition \$46.00 per unit X 7 units	\$322.00
Student Rep Fee	\$.50
Parking	\$ 35.00
Health Fee	\$ 20.00
College Service Fee	\$ 10.00
TOTAL	\$387.50

Non-resident tuition:

\$46.00 plus \$248.00 non-resident fee per unit = \$294.00 per unit

UNIFORMS (all costs are approximate)

1.	Short Sleeve Shirt (1 at \$25.00)	\$ 25.00
2.	Pants (1 at \$25.00)	\$ 25.00
3.	Navy Shorts (2 at \$20.00)	\$ 40.00
4.	White T-shirts with Name (2 at \$14.00)	\$ 28.00
5.	Sweatshirts (1 at \$15.00)	\$ 15.00
6.	Sweatpants (1 at \$15.00)	\$ 15.00
7.	Nylon Jacket (optional)	\$ 25.00
8.	Running Shoes	\$ 75.00
9.	Mat shoes (optional)	\$ 30.00
10.	Uniform Shoes	\$100.00

MISCELLANEOUS EQUIPMENT (all costs are approximate)

1.	Flashlight	\$ 25.00
2.	Combination Lock	\$ 6.00

TOTAL **\$409.00**

OPTIONAL EQUIPMENT

1.	Eye Protection - optional	\$ 10.00
2.	Ear Protection – optional	\$ 20.00
3.	Equipment Bag – optional	\$ 50.00
4.	POST LD Workbooks – optional	\$107.00

TOTAL **\$187.00**

ADDITIONAL COSTS

1.	Live Scan Fingerprints	\$ 85.00 (approx.)
2.	Medical Exam	\$ 75.00 (approx.)
3.	Driver Record	\$ 5.00
4.	Range fees and ammunition	\$ 125.00 (approx.)

TOTAL **\$290.00**

MAXIMUM COSTS Module III (approx.) **\$1273.50**

MODULE II

TUITION AND FEES (tuition and fees subject to change each semester)

Tuition \$46.00 per unit X 11 units	\$506.00
Student Rep Fee	\$.50
Parking	\$ 35.00
Health Fee	\$ 20.00
College Service Fee	\$ 10.00
TOTAL	\$571.50

Non-Resident Tuition:

\$46.00 plus \$248.00 non-resident fee per unit = \$294.00 per unit

UNIFORMS AND EQUIPMENT

Same requirements as listed for Module III, and;

1) Long Sleeve Shirt	\$ 25.00
2) Black Tie	\$ 15.00
3) Tie Bar	\$ 8.00
TOTAL	\$48.00

ADDITIONAL COSTS

1. If student did not attend Module III at El Camino College:	
a. Live Scan Fingerprints	\$ 85.00 (approx.)
b. Medical Exam	\$ 75.00 (approx.)
c. DMV Driver Record	\$ 5.00
2. Range fee and ammunition	\$225.00 (approx.)

TOTAL **\$290.00**

MAXIMUM COSTS Module II (approx. if new to the program) **\$1505.50**

MAXIMUM TOTAL COSTS (approx. if continuing from Mod. III) **\$ 844.50**

Residence Requirements

El Camino College is a public community college under California law. Legal requirements pertaining to residence must be honored.

POST-FedEX Kinkos Program

You will be given an electronic copy on a CD of all required Learning Domain Workbooks. If you want to have the Learning Domain Workbooks in printed form, you are able to purchase them through the POST–FedEx Kinkos Program.

Secure Online Ordering: https://docstore.fedex.com/post_ca

FOR ASSISTANCE PLEASE CALL: 1-800-GoFedEx

MEDICAL CLEARANCE

You must have an MD, DO, Physician Assistant, or Nurse Practitioner complete and sign the El Camino College LETP Medical Clearance for Entrance Form. The completed form is due on the first day of class.

The basic exam does not include any blood work or specialized tests (such as EKG). Should the medical professional determine these tests are necessary, there will be an additional cost.

As indicated on the form, you need to review the form, check any applicable areas, initial, and sign prior to going to your examination.

UNIFORM SPECIFICATIONS

Class A (not required for Module III; one set required for Module II.

Long sleeve uniform shirt, uniform pants, and black tie with silver tie bar, black uniform shoes or boots, white gloves required for graduation

Class B (minimum one sets required for Modules III and II):

Short sleeve uniform shirt, uniform pants, black uniform shoes or boots

Specifications for individual pieces of Class A, Class B and Class C uniforms will be provided.

UNIFORM & EQUIPMENT VENDORS

Galls – Long Beach Uniform
2789 Long Beach Blvd.
Long Beach, Ca 90806
(562) 424-0220

Galls – Los Angeles
6365 S. Arizona Circle
Los Angeles, CA 90045
(310) 338-6800

Galls – Uniform Center
1249 W. Katella Ave.
Orange, CA 92867
(714)633-3880

Tom’s Uniforms
301 E. Main St.
Alhambra, CA 91801
(626)281-5341

Galls Uniforms
www.galls.com

Keystone Uniform Depot
123 S. Citrus Ave
Covina, CA 91723
(626)915-1936

Westway Uniforms
17920 Western Avenue
Gardena, CA 90248
(310) 538-8399

DMV DRIVER RECORD

You must turn in a driver record on DMV letterhead on the first day of class showing that you have a valid driver's license. The driver record must be dated within three months of the start date of the class.

To request your driver record, use form INF 1125, which can be found online at:

<http://apps.dmv.ca.gov/forms/inf/inf1125.pdf>

You may type directly onto the form and print it out.

This form is used by individuals to request their own driving record. A **\$5.00** fee is required for each record requested.

Present the INF 1125 form in person to your local DMV office.

El Camino College Student Challenge Petition for Prerequisites, Corequisites, and Enrollment Limitations

Name _____ Student Number _____ Date _____
(Usually Social Security Number)

Address _____ Phone _____

City/State/ZIP _____

Course I wish to enter _____

Prerequisite/Corequisite/Enrollment Limitation being challenged _____

Challenge Reasons Allowed by the California Code of Regulations, Title 5:

1. **I have the ability to succeed in the course without meeting the prerequisite/corequisite.**
This reason requires documentation such as transcripts, certificates from training institutions, a portfolio, a demonstration of skills, or verification of work experience. **If the requisite was actually taken at another college or university, then a challenge is not needed. Instead, a "clearance" procedure must be completed in the Counseling Services Center. A minimum grade of "C" or "Credit" must have been achieved.**

2. **Because it is infrequently offered, I am not able to take the prerequisite/corequisite. My Educational Plan progress will be delayed by at least one semester.**
The student must already have completed an Educational Plan (attach a copy) during a previous counseling appointment.

3. **I am excluded from enrollment in a course that requires auditions or tryouts. This exclusion will cause a delay in my Educational Plan progress by at least one semester.**
The student must already have completed an Educational Plan (attach a copy) during a previous counseling appointment.

4. **I wish to enroll in a course that has a health and safety prerequisite/corequisite.**
The student must demonstrate that admission to the course will not produce a threat to self or others.

5. **I believe the prerequisite/corequisite is in violation of Board Policy 6124.**
The El Camino Board Policy 6124 and the relevant state regulations are available in the Reference Room of the Library.

Please state your reasons for the challenge _____

I have read the student information on the back of this page and understand that El Camino College has determined that I will be *highly unlikely to succeed* in the course [minimum grade of "C" or "Credit"] without the requisite skills and/or knowledge. I accept full responsibility for the academic and scheduling consequences if this challenge is upheld. I have attached all the documentation required to support this challenge.

Student Signature _____ Date _____

For Office Use Only

Date Challenge Filed With Full Documentation _____ Verification Signature _____

Action Taken: Upheld Denied [If denied, explain briefly below or attach an explanation]

Explanation _____

Reviewers' Signatures _____