

POST Physical Agility Test (PAT), Orientation, and Oral Interview

The Orientation and Oral Interview will be conducted directly after the PAT. Acceptance into the program is contingent on satisfactory completion of the questionnaire and interview. Applicants shall wear appropriate attire of running shorts, running shoes, and a T-shirt (no offensive slogans or designs or tank tops) during the entire event.

- Participation of the PAT will consist of climbing a six-foot wall, 30-yard dash, 500-yard run, 99-yard obstacle course, and 165-pound body drag. <http://www.sheriffsjobs.com/PrepareYourself.aspx>. A minimum score of 384 is recommended to enter the academy.
- An Oral Interview will be conducted during Orientation by Tactical Staff to determine the suitability for the program and law enforcement profession. The interview includes but is not limited to: appearance, personality, maturity, temperament, background, and the applicant's ability to communicate both verbally and in writing.

☒ Department of Justice Clearance Letter, Medical Release Form, and DMV Record Print-out

Please obtain these documents after your acceptance into the program. *Should the program have more applicants than available positions, selection into the program will be based on results of the entry requirements stated above.*

The documents must be submitted to the Police Academy Office (North Hall, Room 139). It

is the applicant's responsibility to furnish proof of successful completion of all requirements stated within this information packet.

- ☒ A Department of Justice Clearance Letter can be obtained by getting fingerprinted at a facility that performs Live Scan fingerprinting. The clearance letter will be mailed to the applicant. Please allow up to four to six weeks to receive the clearance letter. The letter must be dated within 90 days of the first day of the program.

- Applicants must be free of conviction of a felony in any state and/or federal jurisdiction which would have been a felony if committed in this state. California Penal Code Sections 12021 and 12021.1 outlines and defines restrictions on persons who have been convicted of certain crimes.
- Government Code Section 1030 and 1031(c) requires fingerprinting and search of local, state, and national files to reveal any criminal records.

- b. A Medical Release form must be completed and signed by a physician indicating clearance to participate in physical training. The form must be dated within one year of the first day of the program.

- The San Bernardino Valley College Student Health Center covers trainees attending the Extended Academy and offers a variety of services.

- c. A DMV Driving Record must be requested from the DMV. This printout is to be an original printed on the DMV watermarked paper. Driver records will only include all reportable information: convictions for three, seven, ten years, departmental actions, and accidents on a person's driver record as required by California Vehicle Code section 1808. A new DMV print-out is required each time an applicant applies for the program.

10. Student Agreement of Understanding and Compliance to Student Rules and Regulations

Applicants accepted into the program will sign the Agreement on the first day of the program.

11. OPTIONAL STEPS

The two following tests are not required but are recommended. The doctor or medical group of your choice can administer the regular medical exam. You may have medical insurance that covers any or all of these exams.

- a. Psychological evaluation by a licensed clinical psychologist that meets POST requirements. Evaluations must show freedom from any behavioral, emotional, or mental conditions which would adversely affect behavior so as to create an undue risk or harm to themselves, other trainees, instructors, or other 3 persons.
- b. EKG Stress Test
- c. Trainees attending the program are covered by the Accidental Injury Insurance Policy of San Bernardino

REQUIREMENTS AND INFORMATION PACKAGE

A. CERTIFICATION:

The San Bernardino Valley College Extended Basic Academy is certified by the Commission on Peace Officer Standards and Training (POST) and is offered in partnership with San Bernardino Valley College. The Extended Format Academy is comprised of five separate Police Science courses:

Police-002 - Basic Law Enforcement Academy	Police-100 – Criminal Law	24.50 semester units
Police-100 - Criminal Law		3 semester units
Police-101 - Procedure and Evidence		3 semester units
Police-102 - Community Policing		3 semester units
Police-103 - Introduction to Criminal Investigation		3 semester units

In order to graduate from the Academy and ultimately obtain a Basic Peace Officer Certificate, each student must enroll and successfully complete the Basic Law Enforcement Academy and the five separate Police Science courses.

B. RECRUITMENT:

San Bernardino Valley College cannot guarantee employment for pre-service students; however, our Academy has a good relationship with law enforcement recruitment officers throughout the State of California. The success rate is dependent on an individual's background and ability to pass the required employment examinations.

NOTE: Per California Commission on Peace Officers and Standards and Training:

Effective January 1, 2009, AB 2028 allows law enforcement agencies to conduct a thorough peace officer background investigation following a conditional offer of employment. This will allow better coordination of medical and psychological components of a candidate's evaluation. It will also reduce costs to local law enforcement by eliminating the need to re- conduct portions of background investigations involving medical and psychological content that could not be initially completed due to existing constraints.

C. COURSE LENGTH AND GENERAL CONTENT:

The course is 950 hours of instruction, extending over a 50-week period. All students must successfully complete all phases of the training program.

Students shall follow the Rules and Regulations of the Academy and of San Bernardino Valley College and their respective departments or agencies while in attendance at the Academy or on any Academy related function or course of instruction.

Students are expected to report to the Academy prepared to begin their training, consisting of, but not limited to:

- A structured discipline program designed to evaluate each student's emotional stability, judgment, decisiveness, courage, and ability to make rational decisions.
- Regular inspections to insure professional bearing, demeanor, and appearance become part of the student's daily work habits.
- Participation in field exercises consisting of crime scene investigations, fingerprinting, water safety, vehicle stops, building and area searches, and other law enforcement skills.
- Participation in firearms training, emergency vehicle operations, defensive driving techniques, weaponless defense, physical fitness, and development of a lifelong fitness program
- Overall, the student shall be put through a rigorous course of instruction and required demonstrative and manipulative skill level tasks.

D. FEES:

COLLEGE REGISTRATION: Registration is conducted through the San Bernardino Valley College online Enrollment Management System, and all students are responsible for timely registration into the five courses that comprise the Academy: POLICE 002, 100, 101, 102, and 103. Approximately one month before registration, please be sure that your online application is current for the semester in which the Academy begins. You will receive course registration information and dates after acceptance into the Academy. Registration information may be released at Orientation, following the PAT. The fees below are for CA residents (\$46.00/unit); the non-CA resident enrollment fee is \$265.00/unit.

24.50 SEMESTER UNITS x \$46.00 for Police-002	\$1127.00
3 SEMESTER UNITS x \$46.00 for Police-100	\$138.00
3 SEMESTER UNITS x \$46.00 for Police-101	\$138.00
3 SEMESTER UNITS x \$46.00 for Police-102	\$138.00
3 SEMESTER UNITS x \$46.00 for Police-103	\$138.00
TRANSPORTATION FEE	\$9.00
STUDENT CENTER FEE	\$10.00
STUDENT HEALTH CENTER FEE	\$19.00
STUDENT REPRESENTATION FEE	\$1.00
TOTAL REGISTRATION FEES	\$1718.00

PARKING PERMITS: San Bernardino Community College District parking permits are virtual. No window stickers will be issued. All students, faculty, staff, and visitors must register their vehicle license plate on-line when purchasing a permit <https://www.valleycollege.edu/about-sbvc/documents/2023-how-to-purchase-permit-sbccd-fall.pdf>. FALL AND SPRING SEMESTER PARKING IS \$45.00)

UNIFORM COSTS AND REQUIREMENTS:

There are a number of costs associated with the SBVC Basic Academy. This information has been assembled to assist you with your budgeting considerations. Please note that all costs are approximate and subject to change without notice. Though the list is as comprehensive as possible, there may be items overlooked. Be prepared; if you need to apply for Student Financial Aid, do so now.

Additional costs that are not specifically covered in this handout, yet for which you should plan, include, but are not limited to: haircuts, uniform dry cleaning, transportation costs, child care costs, "Quick Codes" (Penal and Vehicle), shoe polish, template for printing, flashlight, school supplies, weight lifting style glove, white medical tape, meals, snacks, class potluck, class and individual photographs, class ring, class treasury dues, class graduation video, class flag, class motto board, cards/candy/flowers or whatever might be appropriate to special circumstances. Males: A jock strap. Females: A running support bra. These are costs you need to factor into your budget. Not everything will apply to everyone, but the items listed above are things you may want to consider as they can add up to a fair amount of money over the duration of the Academy.

EXPECT TO PAY AS MUCH AS \$100.00 FOR BOOTS.

Galls Uniforms

1865 Iowa Ave #110,
Riverside, CA 92507
(951) 781-6366

Pristine Uniforms

11996 Jack Benny Drive, Ste. 101,
Rancho Cucamonga, CA
(909) 259-0392

P&P Uniform Pristine Uniforms

21790 Van Buren Blvd. Bldg. 7, Ste. 103
Riverside, CA 992518
(951) 776-0048

CLASS "A" UNIFORM

You are required to have one (1) Class "A" Uniform. This includes: Long sleeve dress shirt, dress pants, black boots
Black boots (no zippers) Rocky, Danner, Bates, Magnums, Thorogood, etc. (Patent leather, vinyl or corfam footwear is not authorized for Extended Academy students) and plain black calf-high socks without logos are required for class A, Class B, and Range uniforms

Navy poly pants w/sap pocket

Brilliant blue (Tact Squad/Flying Cross) long sleeve poly shirt (zippers okay, polyester not cotton)

San Bernardino Valley College Police Academy patches (For class A and class B shirts)

Polished silver tie bar

Silver-colored name plate #8 w/black (First initial and last name example J. Doe)

Black 1.5" basket weave type belt with silver buckle

White border flag patch on uniform

Clip on black tie

Black ink pen

Watch (black in color)

CLASS "B" UNIFORM

You are required to have one (1) Class "B" Uniform. This is the uniform that you will be wearing most of the time.

Black boots (no zippers) Rocky, Danner, Bates, Magnums, Thorogood, etc. (Patent leather, vinyl or corfam footwear is not authorized for Extended Academy students) and plain black calf-high socks without logos are required for class A, Class B, and Range uniforms

Dark navy blue Dickies pants

Dark navy blue Dickies short sleeve shirt

San Bernardino Valley College Police Academy patches (For class A and class B shirts)

Cloth badge (For class B uniform shirt only)

Nametape navy w/white letters, .6 or 3/5" block (first initial and last name)

White border flag patch on uniform

Black 1.5" basket weave type belt with silver belt buckle

Black ink pen

Watch (black in color)

Dark navy blue baseball cap with Academy patch and name on the back (First initial and last name example J. Doe)

PHYSICAL TRAINING

The physical training gear consists of:

Physical training T-shirt with Academy logo (Last name on the back of the shirt)

Physical training sweat-type gym shorts with Academy logo

Long sleeve sweat shirt with logo on front and student's last name on back

Sweat pants

Plain black calf-high socks without logos are required for PT uniforms

Academy approved snap up, quilt lined, hip style jacket available as an option, the cost is approximately\$48.00.

RUNNING SHOES

You will need a good quality running shoe. A good pair of running shoes will cost from \$100.00 to \$150.00. If you are a runner and already have good running shoes, you probably will not need to purchase new ones. If you are not a runner and do not know how to go about purchasing quality running shoes, wait until class begins. You will have sufficient time to purchase running shoes before you actually need them for class. Running shoes need to be a neutral color of black, gray, dark blue, and/or white. Bright/neon, orange, yellow, pink, colored running shoes will not be permitted.

COST OF OTHER ACADEMY REQUIREMENTS:

REQUIRED TEXTS

The Commission on Peace Officer Standards and Training (POST) Student Workbooks, students will purchase the most recent workbooks throughout the Academy duration. A handout will be provided at Orientation providing where the workbooks can be purchased.

POST Training Specifications:

- California Penal Code: Gould's Penal Code Handbook of California. The most recent edition of the Penal Code Handbook is available at the DMV, P & P Uniforms, Pristine Uniforms, or Galls Uniforms.
- California Vehicle Code: Can be purchased at any Department of Motor Vehicles Office. The cost is approximately \$90.00.
- In addition, available at most uniform stores are compact quick reference booklets called "Quick Codes." They are available in both Penal and Vehicle Code versions. They are optional, and are of value as a ready reference for study and report writing. The booklets cost approximately \$7.00 each.

BINDERS

Three (3) 3" three-ring binders are required at an approximate cost of \$8 each.

BOOK CARRYING CASE

All trainees must purchase a book carrying case; this requirement will be addressed in class. DO NOT purchase in advance.

DRIVER TRAINING

POST mandated Driver Training is provided by the San Bernardino County Sheriff's Training Center, Emergency Vehicle Operations Center (EVOC). The cost is approximately \$1,000.00; this fee will not be due until the date of EVOC training.

RANGE/AMMUNITION

Firearms training is contracted and taught at the San Bernardino County Sheriff's Training Center Range. Each student will fire approximately 2,500 rounds. All ammo used at the SBCSD range has to be lead free. Ammunition is not required at the start of the Academy. Students can purchase their own ammunition or buy from the San Bernardino Sheriff's Department, cost to be determined. Weapons must be transported in a locked heavy-duty plastic revolver type carry case, available at most sporting goods stores at an approximate cost of \$7.00 – \$12.00. Ammunitions fired at the range will be 9mm or 40/45 caliber semi-automatics, unless using a weapon of larger caliber that has been issued to you by your department. The cost for SBCSD ammunition will be approximately \$759 to \$951 depending on weapon. Do not buy ammo in advance. We will collect money from students and purchase ammo through SBCSD.

LEATHER GEAR

Leather gear is required for range, scenario training, vehicle pullovers training, weaponless defense training, etc. If you already have it or can borrow it, that is best. If you have nylon gear or something similar, that will also be acceptable. Your holster must fit your weapon and secure it properly in a snapped/locked position. If you intend to purchase you own "Sam Brown" equipment, you will need to purchase the Sam Brown belt (men) or Sally Brown belt (women) that fits over your regular belt. You will need a holster that fits your weapon and a magazine or speed loader pouch depending upon which type of weapon you will be using; a handcuff case, handcuffs, and a handcuff key, (larger than the one you get with handcuffs); a "straight stick" baton ring, (DO NOT purchase a baton); four (4) keepers used to secure the Sam Brown to your normal waist belt; a flashlight ring (optional.) Leather gear is expensive, depending on what items you will need, expect to pay at least \$300.00 for your equipment, not including your weapon. The cost will vary depending on the type of holster you choose, your need for additional speed loaders or magazines, and a number of other factors that preclude knowing what the exact cost will be to each student.

WEAPONS

You are required to have a weapon. If you intend to purchase your own weapon, please speak with the Academy Staff first. Expect to spend between \$400.00 and \$800.00. If you already have a weapon, it must be approved by the Academy Staff prior to firearms training. There is plenty of time to get a weapon. Weapons, ammunition, leather gear, eyes, and ear protection will be discussed at length during the Academy. YOU DO NOT NEED THEM PRIOR TO BEGINNING THE ACADEMY. You will need a gun cleaning kit for your weapon. Gun cleaning kits are available at most sporting goods stores for approximately \$40.00. During range training, three (3) magazines, or three (3) speed loaders are required, depending on whether you are using a revolver or semi-automatic. The third one will be in your pocket. You do not need a pouch or holder for the third magazine or speed loader. You CANNOT get by with only two (2.) Costs vary depending on which additional items you will need.

SCHEDULE

Keep in mind that changes to the schedule may be necessary due to unforeseen circumstances. Changes may affect your work schedule which can translate into lost wages or reduced overtime. Illness, injury, and car trouble are among the many unforeseen obstacles that can occur. Therefore, do your best to be prepared for any event, and plan to spend more than the minimum amount time you feel is required on Academy business.

GROOMING STANDARDS

Students shall not wear any jewelry other than wedding rings and a watch. No additional body jewelry (i.e., pierced earrings, belly button rings, etc.). Personal hygiene practices shall be adhered to at all time while attending this Academy.

Male Students:

Clean-shaven, no beards or mustaches permitted.

Hair shall be neatly trimmed above the ears, conservatively short (no longer than 2" in length), tapered in back and maintained in a military manner. Sideburns may not extend below the middle of the ear, must be even in width and without flair. No fad - hair cuts.

Shaving the head bald is not acceptable or permitted.

Female Students:

Hair shall be worn in a bun or other style which keeps it secured above and off the collar.

Hairpins, hair clips, barrettes, etc. will match the color of the hair as closely as possible.

No make-up may be worn during the academy except for picture day, mock orals, and graduation. False eyelashes are not permitted. False fingernails and fingernail polish are not permitted.

No ribbons, bows, or other types of decorative hair accessories are permitted.

GRADUATION REQUIREMENTS AND TESTING:

The requirements for graduation from the SBVC Extended Format Basic Academy are specified by the Commission on Peace Officer Standards and Training (POST); the standards are set forth by San Bernardino Valley College and the Education Code of the State of California.

POST requires using one or all four of the following methods of testing; the SBVC Extended Format Basic Law Enforcement Academy uses all four methods of testing:

1. Paper and pencil
2. Practicals exercise/demonstration
3. Workbook
4. Practicals exercise/scenarios

TESTING

There are currently forty-two (42) categories of law enforcement knowledge requirements that must be covered. These requirements are called Learning Domains, hereinafter referred to as "LDs." An LD is comprised of several training subjects referred to as Learning Objectives. Example: LD-27 covers instruction on Missing Persons. POST has replaced the 26 Learning Domain tests with 3 comprehensive tests. In addition to the 3 comprehensive tests there is the LD-34 (first aid) test. Each LD has a specific minimum passing score as designated by POST. The minimum passing score is referred to as a "Cut Score."

Examinations are scheduled based upon instruction time frames. Students should refer to their class schedule for examination dates. Each examination will cover specific LDs previously taught. If a student fails an examination, the Academy Staff will identify to the student the area (POST Objective) they failed. The student will be given a minimum of seven (7) days, to prepare for a retest examination. The retest examination will normally be given the week following of original examination.

Note: Because of the three (3) day format of the Extended Basic Academy, it may be necessary to schedule a retest examination within the following week. All retest examinations must be passed with the minimum score allowed for passing the original examination (cut score). Should a student fail a retest examination, they will be dismissed from the Academy no exceptions.

POST PHYSICAL FITNESS REQUIREMENTS

POST requires all Academy trainees 30 of the 36 scheduled Physical Fitness sessions. Any student missing more than six sessions will not be allowed to graduate. All students must pass the POST WSBT with a minimum score of 384 points to graduate from the Academy. Physical fitness includes running one to five miles on different terrain. Calisthenics includes jumping jacks, push-ups, chin-ups, air squats, lunges, crunches, calf raises, leg raises etc., weight training includes bench press, leg press, dead lift , bicep curl , bent over row, shoulder press, cable pull, squats, calf raises etc..

OVERALL TESTING PERCENTAGE RATE

The score from the original LD test will be used to compute a student's overall percentage grade, even though the retest examination has been passed at a higher percentage than the original LD test.

Students will be tested on RBC comprehensive tests and practical scenario exercise tests. There are currently forty-one learning domain categories of law enforcement knowledge requirements that must be covered. Each learning domain has a specific minimum passing score as designated by POST. There are three comprehensive tests RBC I cut-off score is 80%, RBC II cut-off score is 82%, and RBC III is 84 %. Along with the three comprehensive POST tests, students will be tested on LD-18 Investigative Report Writing, at the end of that learning domain. Lastly, students will be tested on POST for First Aid/CPR, with a minimum score of 80% and a practical exercise. Failure to pass the re-test, you will be dismissed from the academy.

ATTENDANCE

No trainee shall be absent more than 7% of the total nine hundred and twenty (950) hours of the Academy (47 hours). Students shall not miss any class designated by POST as mandatory. Absences exceeding the 5% rule during mandatory hours will result in dismissal from the Academy. **Any other absences that are not related to a death in the immediate family or confirmed illness by a physician will not be excused.** Absences more than 47 hours will not be excused. The information you have been provided in this packet should allow for prospective students to make an informed decision concerning his or her suitability for this program. This program is difficult and challenging. The standards are high and will remain so. Today's law enforcement officers cannot be second best. **DO NOT ASSUME ANYTHING.** If you are not sure, contact the Academy Staff for guidance. We are here to help you with your career goals. We do not want you spending money for the incorrect uniforms or equipment.

GENERAL INFORMATION

Please note that the following proof and/or documents/requirements must be submitted to the SBVC Police Academy Office prior to the Physical Agility Test and PELLETB Exam (A valid California Driver's License, Online Orientation and Guided Self-Assessment).

**San Bernardino Valley College
Extended Format Basic Law Enforcement Academy
Estimated Expense Guideline**

REQUIREMENTS:

Fingerprints – Department of Justice Live Scan	\$94.00 upfront cost
Regular Medical Examination	Varies upfront cost
DMV Printout	\$5.00 upfront cost

REQUIRED EQUIPMENT Firearm and accessories:

<u>REQUIRED EQUIPMENT</u>	\$800.00
Firearm: 9mm or 40/45 caliber semi-automatics. Estimated Cost \$400.00 - \$800.00	\$300.00
Firearm Belt and Holster w/magazine holder, Handcuff w/case and key	\$40.00
Firearm heavy-duty locked carry case, cleaning kit	\$951.00
Ammunition-2500 rounds (purchased through SBCSD Training Facility)	\$100.00
Air Soft Gun for Practicals (optional)	\$80.00
Accessories (3 Magazines, Eye, and Ear protection)	\$80.00

The purchase of a firearm is not necessary if proposed weapon (owned or borrowed) passes the Rangemaster's inspection and is determined to be legal, safe, and within the specified caliberrange. Absolutely no revolvers.

Uniforms:

Local uniform stores sell uniform packages to students at a discount of approximately 10%. The figure to the right is the estimated cost of a complete outfit of uniforms, PT gear, jacket and running shoes. \$950.00 **upfront cost**

Required Text & supplies:

POST Learning Domain	\$310.00
California Penal Code: Gould's Penal Handbook of California (Available at Uniform Stores)	\$100.00
California Vehicle Code (Available at DMV)	\$90.00
Three (3) 3" 3-ring binders	\$24.00
Book carry case	\$45.00
Other equipment and supplies	\$200.00

OTHER EXPENSES

SB Valley College Tuition (\$46 per unit for California residents)	\$1,718.00 upfront cost
Parking Permit (\$45/fall & spring semester, varies/summer semester)	\$45.00
EVOC (Driver Training)	\$1,000.00

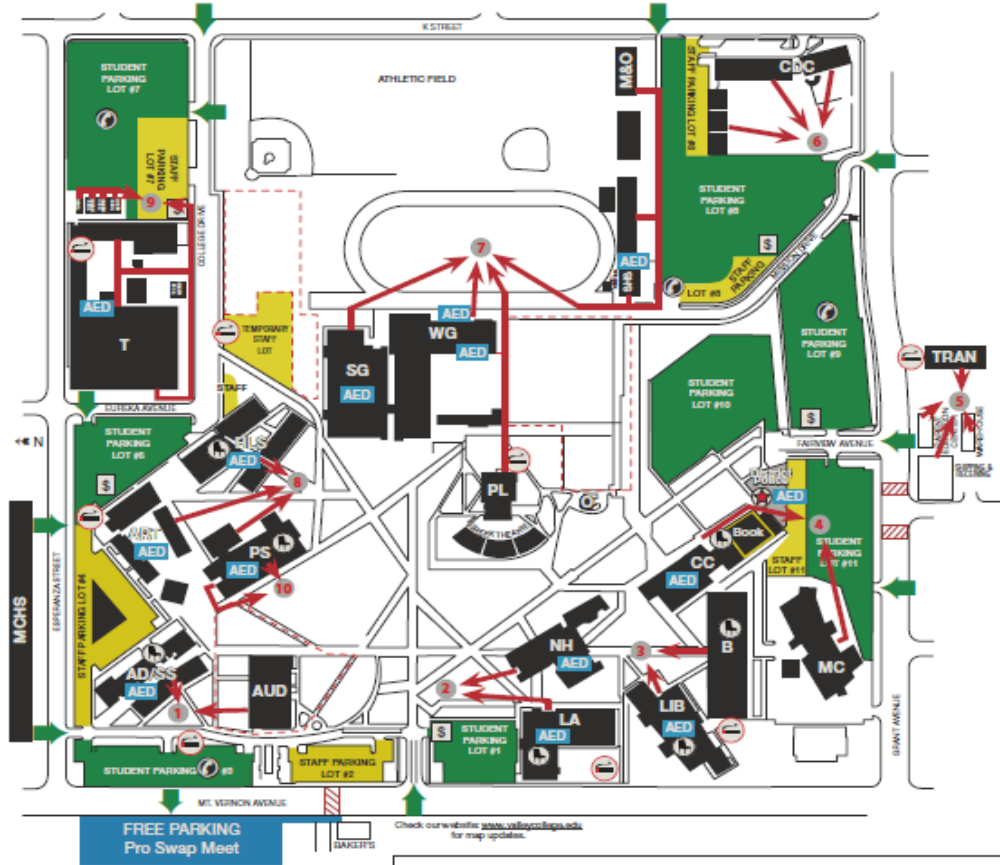
ESTIMATED UPFRONT COST	\$2,767.00
ESTIMATED GRAND TOTAL	\$6,852.00

ALL COSTS ARE ESTIMATES ONLY AND SUBJECT TO CHANGE WITHOUT NOTICE

EMERGENCY EVACUATION SITES

San Bernardino Valley College

701 South Mount Vernon • San Bernardino, CA 92410 • (909) 384-4400



- Evacuation Sites
- Emergency Phone
- Evac+Chair
- AUTOMATED EXTERNAL DEFIBRILLATOR
- CROSSWALK

Building Symbols

AD/SS..... Administration/Student Services (Note: AD rooms are located in AD/SS)	MC.....Media/Communications
ART.....Art Center	MCHS..... Middle College High School
AUD..... Auditorium	M&O..... Maintenance & Operations
B..... Business	O..... Observatory
BOOK..... Bookstore	PL..... Planetarium
CC..... Campus Center	PS..... Physical Sciences
CDC..... Child Development Center	SG..... Snyder Gym
HLS..... Health & Life Science	SHS..... Student Health Services
LA..... Liberal Arts	T..... Technical
LIB..... Library	TRAN..... Transportation Center
	WG..... Women's Gym

DISTRICT POLICE
Campus Center Rm. 100
(909) 384-4491

Parking permits/decals are required to park in all parking lots and on all college streets.
Parking in disabled stalls requires a valid California disabled placard and a valid SBCCD parking permit/decals.

Revised 9-13

