



# ***Information Packet for Colorado Mountain College Law Enforcement Training Academy Roaring Fork Campus at Spring Valley***

Thank you for your interest in the Colorado Mountain College Law Enforcement Academy. We are a State of Colorado P.O.S.T certified basic Law Enforcement Academy. Our tradition is that of a "non-stress" academy. We believe that citizens want to have adults acting as peace officers in their communities. Therefore, we encourage an academy atmosphere that supports and rewards mutually respectful behavior, teamwork, and openness to learning new and challenging ideas. Within this context we provide the skills that P.O.S.T. has deemed necessary for an entry level peace officer in the State of Colorado.

## **ACADEMY APPLICANTS MUST:**

1. BE AT LEAST 21 YEARS OF AGE
2. BE A HIGH SCHOOL GRADUATE OR HAVE A GED EQUIVALENT DIPLOMA
3. HOLD A VALID DRIVER'S LICENSE
4. HAVE NO PRIOR FELONY CONVICTIONS
5. HAVE NO CONVICTION OF ANY CRIME INVOLVING DOMESTIC VIOLENCE. A MISDEMEANOR CONVICTION MAY PROHIBIT A PERSON FROM BECOMING CERTIFIED IN COLORADO. IF YOU HAVE A CONCERN, PLEASE CONTACT THE DIRECTOR OF THE ACADEMY TO CLEAR UP ANY CONCERNS PRIOR TO REGISTERING FOR THE ACADEMY.

## **Colorado Revised Statute 24-31-305 states:**

**1.5 The P.O.S.T. board shall deny certification to any person who has been convicted of:**

- (a) A felony;
- (b) Any misdemeanor in violation of sections 18-3-204, 18-3-402, 18-3-404, 18-3-405.5, and 18-3-412.5, C.R.S.;
- (c) Any misdemeanor in violation of sections 18-7-201, 18-7-202, 18-7-203, 18-7-204, 18-7-302, and 18-7-601, C.R.S.;
- (d) Any misdemeanor in violation of any section of article 8 of title 18, C.R.S.;
- (e) Any misdemeanor in violation of sections 18-9-111 and 18-9-121, C.R.S.;
- (f) Any misdemeanor in violation of sections 18-18-404, 18-18-405, 18-18-406, and 18-18-411, C.R.S.;
- (g) Any misdemeanor in violation of sections 18-6-403 (3) (b.5), C.R.S., as it existed prior to July 1, 2006; or
- (h) Any misdemeanor in violation of federal law or the law of any state that is the equivalent of any of the offenses specified in paragraphs (a) to (g) of this subsection (1.5)

## **Important Information**

A **CRIMINAL HISTORY BACKGROUND** and **C.B.I. FINGERPRINT CHECK** must be provided to P.O.S.T. before students may register for the Police Academy Courses. Fingerprints must be submitted to the Colorado Bureau of Investigation along with a **MONEY ORDER for \$39.50**, before final acceptance into the Program can be determined. We provide students with the fingerprint card and can obtain the prints at the CMC Spring Valley Center, or, a student may take the fingerprint card that we provide to a local Sheriff or Police station and have the prints taken. **Fingerprints must be taken while in the application process or during the first week in class. If you are local you can come up to the college and Kevin Brun will get your fingerprints.**

Enclosed you will find general information concerning you and the Academy as well as an Academy application. You must provide all information in the enclosed application forms. Any omissions on any of the forms will cause a delay in processing and approving your application. The application must be complete, truthful and neat. Once all the processes have been accomplished, you will be notified of your acceptance to the next session.

**In order for us to process your application you must submit the following with your application:**

- 1. A Photocopy of High School or GED Diploma or College degrees or transcripts.**
- 2. A Photocopy of your driver license.**

If you decide to apply and you meet our standards for admission we will do everything possible to make the Academy a positive and fulfilling experience for you. Our goal is to provide a comprehensive fundamental educational framework with which you can enter the law enforcement field. Everything we will do together will be in support of that goal.

This application is straightforward. We ask only what we need to know in order to make an informed decision about your suitability for this program. Please help us by answering honestly and completely.

Sincerely,

*Kevin M. Brun*

Kevin M. Brun  
Academy Director

# **General Information**

The classroom facility is located at Colorado Mountain College, Roaring Fork Campus at Spring Valley, Glenwood Springs, Colorado. Classes commence on the 1st day, promptly at 8:00 a.m. The course curriculum consists of approximately 612 hours. Colorado Mountain College reserves the right to modify the curriculum presented during the Academy if necessary. Students receive 36.5 semester hours of college credit upon successful completion of this course. Classes will be held Monday through Friday from 8:00 a.m. until 5:00 p.m. Due to the recent addition of required hours there will be some evening and weekend classes scheduled. The class schedule will be given to students on the first day of the Academy.

## **Equipment and clothing needed while attending the academy:**

1. Professional clothing suitable for both classroom wear and outdoor activities\*\*\*
2. Physical fitness clothing and protective equipment for arrest control class
3. Tote bag
4. Adhesive tape for arrest control and firearms training
5. Hearing and eye protection for firearms class

***You are not required to bring these items.  
However, if you wish you may train with your own equipment.***

1. Handcuffs
  2. Flashlight
  3. Driving helmet
  4. Mouth guard
- ***Handguns and all other associated equipment (holster, belt, magazines) are supplied by the Academy.***
  - ***Only those students who are sponsored by a law enforcement agency that requires a weapon other than that which is supplied by the academy may use a non-academy handgun.***

***\*\*\*In the classroom students are expected to dress as follows: Black Polo shirt, Khaki slacks, black shoes or boots. We believe this helps project a Professional Competent Adult Appearance. The Academy is the first step in the journey of becoming a Peace Officer. In that light, Students are expected to learn the effect that “Officer Presence” has on their ability to do their job. “Officer Presence” begins with how we look. SO, in the classroom students will wear:***

- 1) A clean black polo style shirt, long or short sleeve
- 2) Any additional layers appropriate to the weather/season
- 3) Clean khaki colored pants
- 4) Black shoes or boots, suitable for the season

**HEADWEAR OF ANY KIND IS NOT ALLOWED IN THE CLASSROOM. ANY CLOTHING WITH A “MESSAGE” ON IT IS NOT ALLOWED AS WELL.**

***FINALLY, STUDENTS ARE EXPECTED TO MAINTAIN A HIGH STANDARD OF PERSONAL HYGIENE AND GROOMING.***

# STATE CERTIFICATION

If you attend this academy you do not automatically become certified as a peace officer. To become certifiable and eligible to be hired as a Peace Officer you must:

1. Successfully complete this Academy,
2. Pass the P.O.S.T. required background check,
3. Pass the State of Colorado certification examination (P.O.S.T. charges a \$150.00 testing fee for administering this examination).

When the state qualifications and conditions have been met, you will then become certifiable as a peace officer and able to be hired by a department in the State of Colorado. Colorado Mountain College does not guarantee finding you a job as a peace officer. However, we will help you contact agencies that are, or may be, hiring in the near future.

## IMPORTANT: Please Read

- You need to have this money order for \$150.00 on the day we take the POST test.
- Sponsored students should request a department check for \$150.00 NOW, so the departments have time to get the check for you.

# LAW ENFORCEMENT ACADEMY

## RULES AND REGULATIONS

- A. Participation in class is important. A student whose absences exceed 16 hours total for the course will receive a reduction in one letter grade for all classes in the course. Any part of an hour missed constitutes a full hour. BY P.O.S.T. RULE, ANY ABSENCE FROM A SKILLS (SHOOTING, DRIVING, ARREST CONTROL) CLASS WILL RESULT IN FAILURE OF THAT CLASS.
- B. Proper decorum and appropriate discussion items will be adhered to when students are together for official class business.
- C. If a student's behavior distracts others from their studies the Director will counsel him/her. Any further disruptive behavior will result in a written warning. After a written warning, further disruptive behavior by the student may result in expulsion from the Academy.
- D. Cheating and plagiarism will not be tolerated. Instances will be reported to the College, thoroughly investigated, and may result in expulsion from Colorado Mountain College and the Law Enforcement Academy.
- E. Any injury sustained by a student as a result of academy activity must be immediately reported to the Academy Director.
- F. Students **must** pay for all courses by the end of the first week of class, or have made arrangements with the college to pay your bill in full. Students who have not paid their bill in full by the second week of class may be dropped from the course.
- G. Students found to have provided the Academy or Colorado Mountain College with false or misleading information will be removed from the program.
- H. An Academy student whose behavior presents an immediate physical danger to any person will be immediately removed from class.
- I. See clothing requirements on page 3.

# Academic Requirements and Related Information

## **CLASS:**

**The Academy is not easy;** it requires students to apply their learning abilities both in and out of the classroom. **It requires the ability to do college-level work.** It requires the ability to effectively communicate verbally and in writing. It requires regular attendance. Successful completion of the academy requires familiarity with PC computers and the ability to word process documents using programs such as Word.

### **Students accepted into the CLETA program must be scholastically qualified to enroll in:**

- For Reading and English: CCR-093 and Studio D or CCR-094 and Studio 121
- For Math: MAT 050 and AAA 095

**Applicants must demonstrate required skill proficiencies by one of the following ways (see table below):**  
**(Accuplacer Test scores must be dated within five years prior to enrollment in the course or program.)**

English:

-Accuplacer score in Sentence skills of 50 or better

Math:

-Accuplacer score in Arithmetic of 57 or better

Reading:

-Accuplacer score in Reading of 40 or better

*\*\*\*The Accuplacer Assessment is a national accepted, computerized exam of English, Math and Reading and can be taken at any CMC location. If you live outside our district area you can go to any local Community College or University in your area and request to receive a Placement test. These institutions by charge you a fee but they may send your results to us or you can send us a copy of your results. Once you have those results email them to Vicky Valentine at [Vvalentine@coloradomtn.edu](mailto:Vvalentine@coloradomtn.edu) or fax them to (970) 928-9668.*

- Prospective applicants that possess a college degree may request the ACCUPLACER assessment tests be waived.
- Students will be provided with course outlines and various handout materials throughout the duration of the Academy. Students are responsible for the taking of notes and the organization of materials in a way that best suits their learning style.
- Each student will be provided with a class schedule. Changes in scheduling may occur due to the availability of instructors and classroom space. See the Rules section for attendance requirements.

## EXAMINATIONS:

Written examinations will cover the classroom material presented during the previous five (5) class days. A student who misses an exam may take it at the discretion of the Director. Additionally, there will be three practical examinations in the three skills classes of shooting, driving, and arrest control.

The Academy curriculum is divided into eight different academic and skills classes for which students will receive an individual college grade:

LEA101:	Basic Police Academy I, Examples: Introduction to criminal justice, patrol procedures, Traffic control, investigative techniques, Human rights and victim's rights.
LEA102:	Basic Police Academy II, Examples: Community interaction, communications, report Writing.
LEA105:	Basic Law
LEA106:	Arrest Control Techniques
LEA107:	Law Enforcement Driving
LEA108:	Firearms
LEA123:	Law Enforcement Survival Spanish
HWE103:	Community First Aid & CPR

These eight classes are broken down into approximately sixty-four separate classroom blocks; written tests contain questions from parts of different classes from week to week. Grades in each class depend on average test performance on the questions asked in the weekly tests combined with pop quiz scores.

## GRADING SYSTEM:

### *The grading scale is*

93.0%-100%=A

83.0%-92.99%=B

73.0%-82.99%=C

63.0%-72.99%=D

### *Skills Grading*

- The grade for **Law Enforcement Driving** is determined by the student's performance of practical driving exercises in addition to a written examination. The above grading scale applies.
- The grade for **Firearms** is determined by two factors: 1) a written test that must be passed with a minimum score of 80%, and 2) a practical shooting test that must be passed with a score of 100%. The two scores are averaged to determine the grade based on the above grading scale.
- The grade for **Arrest Control** is determined by two factors: 1) a written exam that must be passed with a minimum score of 80%, and 2) a "pass" on the standardized "pass/fail" PPCT practical exam.

**\*\*\*In order to pass this academy the student must attain a minimum of a "C" average. An "F" in any class requires that class to be repeated successfully in a subsequent academy session here at CMC.**

## WEAPONRY:

Weapons are not allowed on campus except for instructional purposes. Since the academy provides all weapons required for the course students are not allowed to bring any other weapons on campus. **NO EXCEPTIONS.**

## **STAFF COUNSELING:**

Students, who want assistance, either academic or personal, are encouraged to contact the Academy Director or a Student Services Counselor. The people of Colorado Mountain College want students to succeed and can assist in resolving academic and personal problems that may interfere with student progress. Students with academic concerns can be assisted through the Developmental Learning Lab Center, located on campus. Further information regarding these services can be obtained from the Academy Director.

## **SKILLS PREPARATION:**

Students sometimes find themselves ill prepared for the driving, shooting, and arrest control classes (sometimes called the "skills" classes). We all have varying levels of physical coordination and mental discipline. However, there are some things each student can do before coming to the Academy that will increase the chances of succeeding:

- 1) Get some experiences driving a car with an automatic transmission that has the shifting mechanism on the steering column.
- 2) Shooting is not just pulling a trigger a few times and then checking the target. Hand, arm, and upper body strength are essential. Get yourself a tennis ball or one of those springy hand squeezing things and start building up your hand strength. Work on your arms and upper body with some exercises that increase your strength in those areas.
- 3) Work on your flexibility and agility. Arrest control is very demanding physically. We believe that officers will use techniques only if they are confident they will work. Officers know they work when they experience the techniques from the place of both the officer and the arrestee. Students experience some pain in this class. The more physically fit the student is, the quicker the recovery from the bumps and bruises.

**If you believe you have a physical condition that may prevent you from being successful in any of the three skill area, we urge you to discuss this with the director before completing the application.**



# TUITION AND FEES

All Tuition and Fees are subject to change at anytime

## **TUITION:**

In-District Tuition	\$62/credit x 37.5 credits	\$2,325
In-State Tuition	\$127/credit x 37.5 credits	\$4,762.50
Out Of State Tuition	\$429/credit x 37.5 credits	\$16,087.50
Dist. Employer Sponsored Rate	\$139/credit x 37.5 credits	\$5,212.50
Service Area (Chaffee, Jackson, Grand Counties)	\$123/credit x 37.5 credits	\$4,612.50

## **SPRING VALLEY STUDENT ACTIVITY FEE:**

Spring	\$90
Summer-(no charge)	\$0
Fall	\$90

## **COURSE FEES:**

Introduction to the Criminal Justice System	\$0
Basic Law	\$0
Community Interaction	\$0
Patrol Procedures	\$0
Investigations	\$0
Traffic Control	\$0
Communications	\$0
Firearms	\$420.00
Law Enforcement Driving	\$400.00
Arrest Control	\$65.00
Community First Aid/CPR	\$0
Graduation Fee	\$20.00
<hr/> Total	<hr/> \$ 930.00

**BOOKS:** Books required for the course \$245.00 plus tax

**Technology Fee:** \$50

## **Approximate COST OF ACADEMY (includes Tuition, Activity fee, Course fees, and Books)**

In CMC District:	\$3,640
In State:	\$6,077.50
Out of State:	\$17,402.50
Dist. Employer Sponsored Rate:	\$6,527.50
Service Rate (Chaffee, Jackson, Grand Counties)	\$5,927.50

## **Optional Expenses:**

Residence Hall:	Single Occupancy	\$3,361 (Summer \$2,580)
	Double Occupancy	\$2,361 (Summer \$1,780)

Meal Plan (Fall and Spring only):

14 meal plan	\$1,998
19 meal plan	\$2,098
23 meal plan	\$2,198

***Technology fee for living in residence hall: \$100 per student for the semester***

To qualify for in-state tuition you must have lived in the State of Colorado for one (1) year prior to registration. To qualify for in-district tuition, you must meet the one year state requirement and also have lived within the school district, e.g.: Garfield, Pitkin, Eagle, and Summit, Lake or part of Routt county, for thirty two (32) days prior to registration. *The determination of residency involves a number of other variables. If you are unsure of your status please call or email Vicky Valentine at 970-927-8276 or [Vvalentine@coloradomtn.edu](mailto:Vvalentine@coloradomtn.edu).*

Updated 6/15/2016