Congratulations on your appointment as a Law Enforcement Officer. You have chosen a career in public service that will provide you with many rewards. You have been selected by your department to receive basic training that will prepare you to enter this important and challenging profession.

We at the Training Academy eagerly await your arrival. Basic Training is the cornerstone of your career and the foundation of your future in the field of law enforcement. During your stay at the Academy, it is our hope that we can provide assistance and guidance to you that will enhance your career opportunities.

Your first day of class at the Academy will be Monday, July 8, 2024. The class will begin at 0800. Dress for your time at the Academy will be khaki pants and a dark navy/black polo shirt. No jeans or t-shirts will be worn during your time at the Academy. The locker room area will be made available for your use. It will be necessary for you to bring athletic attire to change into during your time at the Academy. There will be an assessment of your overall physical condition. (This does not replace the pre-employment medical examination that is conducted by your physician.) Your current physical condition will be assessed, and a recommended physical fitness program will be administered during your training at the Academy. Your department will be informed of the results of the fitness test and will be given progress reports on your physical training during your stay at the Academy

The supplies for the class that you will need to provide include:

* (1)- 3” 3 ring binder
* Notebook paper
* Pen
* #2 mechanical pencil
* Laptop or Tablet for note taking

There will be a range day at the beginning of the second week of class so that we can assess your skill with a firearm. Please bring your issued sidearm, 50 rounds of ammunition, issued pistol belt, holster, eye/ear protection, and body armor with you the first day of the second week. For firearms week you will need 1250 rounds of pistol ammunition. Handcuffs, Mouth Guard (For DT) and black boots are also required for all students.

In your welcome packet you will find several forms listing rules to be followed during specialized training: Chemical Agents, Firearms, Driving and Defensive Tactics. Read and be familiar with them. You will also find a memorandum for driver training that should be signed by your sheriff or chief. Please bring this document already signed to orientation on the first day. All referenced documents will need to be complete by the end of the orientation day. The OC permission form or opt-out form must be completed prior to your first day. Bring with you the registration information of the vehicle you will drive to the academy and park while in training, this will be needed for one of the forms.

If you are staying in the dormitory, you will be provided sheets, blankets, and pillowcase. **You MUST provide your own pillow.** The standard mattress size for all dormitory lodging is twin XL. Please feel free to bring additional blankets. Laundry detergent will be available, but please bring your own if you have any allergies. You will need to provide your toiletries, towels, and washcloths.

* No entry-level student will be allowed to carry or wear a weapon into the Academy building or dormitory rooms. All weapons will either be maintained at your department or properly secured in your vehicle unless instructed otherwise by the Academy Staff.
* No alcoholic beverages are allowed on Academy property.
* The Academy will be open regardless of weather conditions.
* All entry-level students will park at the rear of the Academy in the spaces provided.
* All rooms are tobacco & Nicotine free to include smokeless, and vaping devices and your room key will be provided during Orientation. There will be an $8.00 replacement cost for lost or damaged dorm keys.
* There are no cell phones allowed in the classroom; phones may be kept in your Dorm Room or Vehicle.

The Staff is looking forward to your arrival, and we anticipate that this will be a very rewarding experience for you.



Executive Director