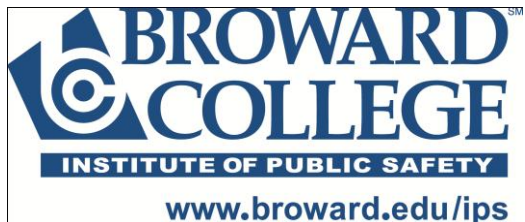


Broward College/Institute of Public Safety

POLICE SERVICE AIDE ACADEMY INFORMATION PACKET



Broward College
Institute of Public Safety
3501 Davie Road
Davie, FL 33314

www.broward.edu/ips

45 POLICE SERVICE AIDE ACADEMY INFORMATION PACKET

Self Sponsored

Orientation: 9/19/13 8am – 12pm

Class starts: 9/23/13-11/01/13

HOURS OF TRAINING: 7:45 am – 5:00 pm Monday through Friday

Upon successful completion, students are eligible to receive 3 college credits!

Course Description

This 206 hour program prepares students for employment as Parking Enforcement Specialists, Traffic Crash Investigators and Community Service Officers in accordance with Chapters 316 and 943, Florida Statutes. Courses of study within this program include First Responder, Vehicle Operations, Interpersonal Skills, Traffic Control, Constitutional and Criminal Law, Ethics, Crime Scene Investigation and Courtroom Preparation and Testimony. Upon successful completion, students will be eligible to be employed as a Police Service Aide per FSS 316 and the Florida Department of Law Enforcement, Criminal Justice Standards and Training Commission.

Upon successful completion of this program, students may seek employment as a Police Service Aide or Community Service Officer.

Attendance at all course sessions is required and students must achieve a score of 80% on all exams.

Program learning outcomes are available on the Florida Department of Education website at www.FLDOE.com

Tuition

In state students: \$672.00

Out of state students: \$2335.00

- Make check payable to: Broward College/Institute for Public Safety. Space for agencies within Region XIII reserved upon receipt of the attached authorization form. Agencies outside of Region XIII will be placed on standby pending available space.
- **All fees must be paid prior to the start date of the class.**
- **VA Benefits information at Broward College: go to Broward College website for information, www.broward.edu and type VETERANS in the search box.**
- **Financial Aid information is available on our website at: www.broward.edu or finserv@broward.edu or call 954- 201-6573.**

POLICE SERVICE AIDE ACADEMY INFORMATION PACKET

In accordance with Florida State Statutes 316 and 943, the following eligibility requirements must be met:

1. Eligibility Requirements:

- Must be 18 years of age or older.
- Must possess a High School diploma or GED. Must submit an official copy of transcript.
- Must possess a valid Florida Driver's License- applicants must provide a copy of their current driving history for review. – (Contact the Florida Department of Highway Safety and Motor Vehicles.)
- Be a citizen of the United States of America or if an international student, must provide a copy of student visa.
- Possess a social security card.
- Be of Good Moral character according to F.S.S. 943 having no felony convictions, no misdemeanor convictions involving moral character, perjury, false statement.
- Not have been dishonorably discharged from the Armed Forces of the United States.(Copy of DD214 required)
- Must successfully pass the **TABE** test- to register for this test, contact Broward College/IPS Testing Center via: www.broward.edu/ips
- **Live scan (fingerprints) procedure:**
Students must complete the live scan prior to the start date of this program. For an appointment, please contact, Lynn Zipoli at 954-201-6793 or Barbara Green at 954-201-6792.
Cost for Live Scan is **\$55.00** and must be paid at time of service.

2. Submit your completed application to Broward College, Central Campus located in Building 21.
3. After your application is reviewed, you will be contacted for an interview.
4. All fees are **non-refundable**.

Scheduled Dates for our Police Service Aide Academies are available on our website at :www.broward.edu/ips

Academy Requirements

ORIENTATION:

It is mandatory that all applicants attend orientation on April 25, 2013 from 8am to 12pm.

DAILY ATTIRE:

- Two uniform polo shirts which are available for purchase on the first day of class. The cost is \$14.00 per shirt.
- Black bdu pants and Black sneakers or boots with rubber soles are the responsibility of the student to purchase.

REQUIRED BOOKS: to be purchased by student at Broward College Bookstore

- **Florida Criminal Justice Sourcebook Bender/Gould (2012-13) \$60.00**
- **2012 North American Emergency Response Guidebook - \$3.50 J.J. Keller & Associates**

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POLICE SERVICE AIDE STUDENT APPLICATION FORM					
Submit a thoroughly completed student application by the closing date. If applicable, as indicated on the Training Announcement and/or website (www.broward.edu/ips). All student applications are subject to inspection in accordance with the provisions of State of Florida Public Records Act.					
PERSONAL INFORMATION:					
Last Name	First Name	M.I.			
Rank/Classification	Date of Birth	Place of Birth			
Race	Sex	Height	Weight	Eye Color	Hair Color:
Social Security #		Drivers License #		D/L State	
Home Address		City	State	Zip/Postal Code	
WORK INFORMATION:					
Place of Employment		Work Address		City	State
Employer Telephone		Unit/Section Assignment		Supervisor's Name	
Work Email					
VEHICLE INFORMATION:					
Make of Vehicle:		Year of Vehicle:		Type of Vehicle:	
				Color of Vehicle:	
Vehicle Insurance Company				Policy #	
Applicant Signature: _____				Date: _____ / _____ / _____	
HEALTH INSURANCE INFORMATION:					
Name of Company:					

POLICE SERVICE AIDE ACADEMY INFORMATION PACKET



Broward College - Institute of Public Safety

FOR POLICE SERVICE AIDE GRADUATES

Students who successfully complete the Broward College Police Service Aide Academy are eligible to receive 3 college credits from Broward College. To receive the credits you must:

1. Have passed all aspects of the Broward College Police Service Aide Academy

The 3 college credits will be awarded as “experiential learning” (life experience) credits (no cost!). They will be for the following course:

CCJ 2949 Co Op Work Experience (3 credits)

Depending on your selected degree major, this course may be counted toward an Associate degree earned at Broward College. It will appear on your transcript as “CR” (credit awarded), but no grade is given and there is no impact on your G.P.A. (grade point average). If you wish to transfer these courses to another college or university, consult with that school to see if it will accept experiential learning credits and the “CR” grade.

After you successfully complete the Broward College Police Service Aide Academy, contact the Associate Dean of the BC Criminal Justice Degree program (954-201-6791 or 954-201-6803 or e-mail ecohen@broward.edu) to do the paperwork necessary to receive the 3 college credits.