The ACADEMY

EXCELLENCE LEADERSHIP PARTNERSHIPS

Basic Academy Modular Level III

STUDENT NEEDS LIST

(Revised 6/9/14)

This Needs List is designed to inform and prepare you for entry into the Basic Police Academy Modular III Level Course.

Basic Police Academy Modular Level III

This course (along with the subsequent completion of Modular Levels II and I) meets all training standards governed by the Commission on Peace Officer Standards and Training for the first of three Basic Police Academy modules and Reserve Level III peace officers in the State of California. The Academy offers this 164 hour course in the following two formats:

1. **Evergreen Valley College –** Sunday from 8:00 a.m. to 5:00 p.m. and Tuesday, Wednesday and Thursday from 6:00 p.m. to 10:00. The first three Saturdays there will be class from 8:00 a.m. to 5:00 p.m. On the weeks with Saturday class, there will be no class on Tuesdays. You will be provided with a complete course schedule on the first day of class. This is a highly demanding course with both academic and physical components and will require a significant amount of your time, both inside and outside the classroom.

Class Cancellation:

Class offerings are contingent upon sufficient student enrollment.
The purchase of equipment should be done after confirming that the class will be offered.
The Academy will announce confirmation of class offerings as soon as minimal enrollment is met.

Academy Staff

The Academy Staff is comprised of both current and retired peace officers that are dedicated to your success and training. Staff and students work together to present a training environment where all students have the opportunity to succeed. The Academy staff is available to answer questions and help you prepare to enter the course. Please call Instructional Services at 408-270-6458 if you have questions related to the Basic Academy.

Entrance Requirements

You must comply with all entry requirements in order to attend the Basic Police Academy Modular Level III course.

1. Proof of Valid California DL
2. DMV Abstract (3 year)
2. Proof of Current Medical Insurance
3. DOJ Clearance
4. Medical Clearance (must be on Academy form)

Drivers License Requirements

1. Valid California Driver's License is required.
2. DMV abstract of your California Driver's License must be given to Instructional Services prior to the start of the class.

For agency-employed students: we will accept a verification letter from your training supervisor in lieu of required entrance documents.

Student Fees

You will be provided with necessary equipment and materials to complete the course (i.e., POST Workbooks, Penal Code, etc). The cost of materials will be provided at the time of enrollment through Instructional Services. You must supply your own writing instruments, notepaper or other supplies as deemed necessary.

As a student, you will receive college credit for this course and as such, you will be required to pay all fees associated with required college registration. Fees are announced and stated, refer to the Student Materials and Fee form for details.

Residency Requirement

If you are a non-affiliated student who has **not lived in California** for at least one year and one day from the day proceeding the opening day of instruction, of the quarter semester or other session; you will be subject to out-of-state registration fees. Please inquire with Instructional Services if you have any questions regarding "out of state" college registration Reference Code ECS68023, T54002.

Reservations, Payment, and Cancellations

Reservations will be accepted once you have paid the required deposit fee. In the event you cancel your reservation within **21-days** of the start of the class, this fee is **non-refundable**. If you cancel your reservation prior to the cancellation period, all fees will be returned to you. Payment must be made either by cashier check, money order Visa or Master Card. Cashiers checks or money orders must be valid for at least 90 days and made payable to: **South Bay Regional Public Safety Training Consortium or SBRPSTC.**

Subject to Change

Academy fees are subject to change.
Academy materials and equipment requirements are subject to change.
Please contact student services for current fees and academy requirements.
A minimum cancellation fee will be assessed for cancellations occurring less than 21 days prior to the class start date.

UNIFORM REQUIREMENTS

BOTH Agency and Self-Sponsored

1. Academy uniform - Shirt & Pants (refer to specifications).
2. Black boots: must be plain toed, military/police type boots. High gloss shine required. Boots must be hand shined using "real" wax. NO "Leather Lust" or similar product can be used to shine boots. NO PATENT LEATHER.

Rocky

Rocky

Danner

3. Socks: Uniform socks may be of any color or material, but must NOT be visible while wearing boots.
4. Duty belt: Basket-weave black belt, 2.0 – 2¼ inches wide—agency students may wear agency approved duty belt.

5. Trouser belt, black, uniform style, 1¼ – 1½ inches wide.

6. Baseball cap, navy —provided by the Academy.
7. During colder winter months, affiliated students may wear agency approved jacket/coat providing the jacket is plain with no lettering other than an agency patch (optional) worn at the top of the

sleeve at the shoulder. Self-sponsored students may wear appropriate police-style "Tuffy" jacket (black in color) with or without Academy patches (see Uniform Standards sheet).

8. Optional: black turtleneck shirt to wear under sweatshirt in cold weather.
9. Agency/Academy approved raincoat and pants (black or yellow).
10. Black BDU (fatigue style) pants must be bloused and worn with boots.

UNIFORM SPECIFICATIONS

The wearing of The Academy uniform is a privilege. You will maintain the highest professional standards of behavior and appearance when wearing The Academy uniform. Failure to maintain these standards will result in corrective action by Academy Staff.

CLASS "B"

The Class B uniform will be worn as directed. The shirt will be tucked in at all times. Clothing will be cleaned and pressed. Bootlaces will be tucked into the boot.

Cover:	Navy baseball cap (Academy-issued).
Shirt:	Gray polo style shirt with student name on back
Pants:	Black BDU (Fatigue style), bloused. Two options include: 1) Proper rip stop BDU or, 2) 5.11 **TDU** (NOT Tactical style).
Boots:	Military style jump boots/police style high-top work/duty boot capable of being polished.
Leather:	Full leather with empty weapon and empty magazine holder.

Polo shirt (not style shown here)

Leather Gear/Equipment

Leather or simulated leather with basket weave pattern and capable of presenting a highly polished look is required. NO nylon/cloth type of gear is allowed. Exceptions must be pre-approved by Academy Director.

1. Holster.

2. Trouser belt: see uniform requirements.
3. Belt flashlight holder: black or hidden snap, Velcro or agency approved.
4. Flashlight case: black.
5. Belt keepers: black or hidden snap, Velcro or agency approved.
6. Baton: a 26"or 29" straight wooden/composite police baton, black in color (grommet required) must be used during the **first half** of the course. A collapsible baton (black in color, not shown here) may be used during the **second half** of the Defensive Tactics course (Instructors/Coordinators will notify you when the change can be made).

7. Baton-ring: black or agency approved.

8. Handcuffs—chain type (two optional); cuff key (two options).

9. Handcuff case: closed (black or hidden snap, Velcro or, agency approved).

10. Duty belt - Sam Brown belt - basket weave (silver buckle if a buckle is needed) with. Black nylon/plastic snap closure is allowed. Agency Recruits may wear Department approved belt.
11. Flashlight - 15,000 - 25,000 candlepower for 30 minutes, pressure activated.
12. MARK III INERT Spray (provided by the Academy) and matching OC spray holder (provided by student).

13. Three magazines (3).
14. Double magazine holder (black or hidden snap, Velcro or agency approved).

2 or 4 mags

2 or 4 mags

triple mag

15. Ear protectors: ear muffs required for indoor range and may be purchased through The Academy bookstore. Ear plugs may be used at outdoor ranges.
16. Eye protection: may be purchased through The Academy bookstore.

17. Patrol duty bag: black
Recommended one w/shoulder strap

Back pack: black
Able to carry baton

Agency-sponsored recruits may wear the type of duty equipment required by their department (i.e., Brass or Velcro, non-basket weave, nylon etc.).

Equipment and gear must be matching in appearance (there will be no mix-matching of silver snaps, black, Velcro, hidden or brass snaps allowed).

Firearms and Ammunition

You must supply your own firearm for the course. Here are some guidelines:

1. The Academy allows 9mm, .40 caliber and .45 caliber semi-automatic pistols ONLY. The approved weapon must be a **full size** "duty" weapon and **NOT** model typically used as an off-duty or under cover weapon. (The Academy will **NOT** provide you with pistols). If in doubt, ask the Academy Coordinator prior to purchasing your weapon.
2. Shotguns will be provided by The Academy.
3. No weapons will be used at The Academy Range without approval of the Academy Coordinator or Director.
4. Agency personnel: contact your employer for firearms.
5. Self-sponsored personnel: you are required to supply your own 9mm, .40, or .45 caliber firearm (NO Single Action, Semi-Automatic or Cock & Lock Style weapon allowed).

ALL ammunition -- for both pistol and shotgun -- will be provided by The Academy and is included in the course fees. Only Academy provided ammunition shall be used.

DO NOT bring firearms to The Academy until directed to do so by The Academy Coordinator.

What is the best firearm to purchase for your Academy training? Although you will receive thorough firearm safety and practical training from the Academy's range master, the decision about which handgun to purchase is your own. You may find this general information regarding handguns helpful.

See next page for samples of approved firearms.

<u>Samples of Academy-approved firearms include, but are not limited to</u>:

Beretta 92 FS

Glock 17

Glock 19

Heckler & Koch USP

Sig Sauer P226

Sig Sauer P229

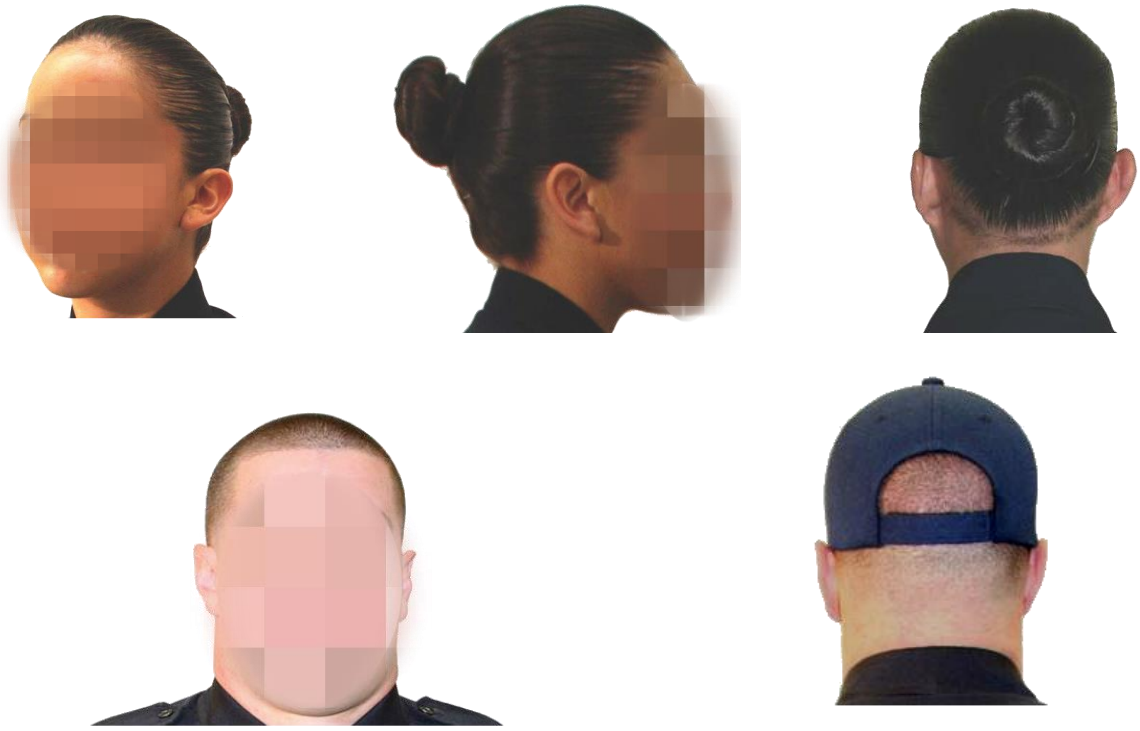
Smith & Wesson M&P

Springfield Armory

Grooming Standards

Hair Standards

1. Hair, for both male and female recruits will be worn so that it does not extend below the top of the collar or touch/cover any part of the ears.
2. Hairstyles should generally be worn short. Longer hair must be pinned up under the hat with hair fastening devices.
3. No hair will protrude beyond the edges or outside of the hat.
4. Hairstyles will be such that it facilitates wearing the academy/department hat in accordance with standards.
5. Hair will be pinned-up at all times except during PT. Longer hair will be pulled back with a fastening device during PT.
6. Male recruit's hair will be tapered on the sides and in the back. It **will not be "blocked"** at the back of the head.
7. The Academy does not permit colored dyes or washes that dramatically change the natural hair color (i.e., blues, purples, greens, etc.).



Facial Hair Standards

1. Facial hair is not allowed while attending the Basic Police Academy.
2. Sideburns will not extend below the middle of the ear.
3. The face shall be clean shaven daily.

Professional Appearance

1. Fingernails will be trimmed so that they **do not extend beyond the fingertip**.
2. Only **clear** nail polish is permitted.
3. Facial makeup shall be kept to a **minimum**.
4. Light facial rouge and eye shadow of a natural skin tone are permitted.
5. Lip-gloss of a high sheen, bright or unnatural color and false eyelashes are prohibited.
6. Perfume and/or cologne should not be worn.
7. You will be expected to maintain proper body hygiene standards conducive with professional appearance and image.
8. Tattoos (body art) shall be covered at all times while attending The Academy.

Lifetime Fitness Training

No formal Fitness Training is required in Modular Level III; however, some training (Arrest Control/Defensive Tactics, Firearms as well as Drill and Inspections) requires physical exertion.

Students planning to continue on to the Modular Level I course should be aware that Modular Level I does require Fitness Training and it is very demanding. Current Level III students should begin a physical conditioning program designed to enable them to meet the following minimum standards for the FIRST DAY of the Modular I academy:

1. **Aerobic capacity**--sustained jog for at least 20 minutes (about 2 +/- miles) within your personal aerobic conditioning range--without stopping! This means that different recruits will run at different paces, and you must keep moving (jogging) for the full 20 minutes.
2. **Core strength**--sustain a basic plank position of about 60 seconds.
3. **Abdominal strength**--perform at least 30 bent leg sit-ups in a minute.
4. **Integrated strength**--perform at least ten (10) four count burpees (up-downs) at a slow pace without stopping.
5. **Upper body strength**--perform at least ten (10) full-range pushups without stopping.
6. **Flexibility and range of motion**--have performed a variety of dynamic and static movements to have developed reasonable flexibility and range of motion.
7. **Body Mass Index (BMI)--show up** with a reasonable BMI. Should you be carrying excessive BMI, we encourage you to lower your BMI to reduce the risk of injuries and enhance your ability to be successful throughout all physical aspects of the police academy. One of many excellent websites on BMI is http://www.cdc.gov/healthyweight/assessing/bmi/

Physical Training will occur almost every day of the Modular Level I course. You will be required to run. Runs will consist of distance runs between 2-6 miles and shorter sprint-type runs. Weight and circuit training will also be done. You will be running on varied surfaces, including but not limited to, asphalt/pavement, dirt and grass.

Purchasing a Uniform

The standard uniform to be worn in the Basic Police Academy is the matching shirt and trouser, navy blue in color, and altered to fit properly. The uniform may be purchased at any one of the following vendors (items may also be purchased on-line from various vendors):

CALIFORNIA COAST UNIFORMS www.calcoastuniform.com	4242 Capitola Road, Capitola, CA	(831) 475-1911
LC ACTION www.lcaction.com	1088 North First Street, San Jose, CA	(408) 294-2677
PENINSULA UNIFORMS www.peninsulauniforms.com	2626 Broadway, Redwood City, CA	(650) 701-0911
SALINAS VALLEY PRO SQUAD www.svprosquad.com	221 Griffin Street, Salinas, CA	(831) 758-2128
SUMMIT UNIFORM summituniforms.com	545 Meridian Avenue, Ste. A, San Jose, CA	(408) 293-8633
Previously Worn Uniforms		
THE ACADEMY BOOKSTORE	4750 San Felipe Road, San Jose, CA	(408) 270-6458

First Day Needs List

You will need to have the following items on the FIRST day of class:

1. YOU MUST BE IN YOUR ACADEMY CLASS "B" UNIFORM.
2. NO DUTY BELT is to be worn on the first day. Duty belts will be required during the first or second week of the Modular III Academy AS DIRECTED BY THE COURSE COORDINATOR.
3. **NO FIREARMS** are to be brought to class until the FIRST DAY of SCHEDULED FIREARMS TRAINING AND WHEN DIRECTED TO DO SO BY THE COURSE COORDINATOR.
4. Wrist watch (black band).
5. College rule binder paper (3-ring).
6. No. 2 lead pencils (at least 2).
7. Small notepad (capable of fitting into shirt pocket).
8. Medium point, black ink pen.
9. Highlighter.
10. White Out type correction fluid or tape.
11. Recruit Procedures Manual, LD books (all provided by The Academy).

If applicable, during the first week at The Academy, you will be assigned a locker and must provide your own towels for showering.

Personal Computer Usage:

After receiving prior approval from the Academy Coordinator, you may use a personal laptop computer during classroom instruction. A computer is necessary for accessing certain secondary resource materials provided by The Academy (i.e., Student Resource CDROM).