

5801 E. LERDO HWY
SHAFTER, CA. 93263
PHONE (661)387-1055
FAX (661) 393-1055

ADMINISTRATION OF JUSTICE

Corrections Officer Core Course

Bakersfield College course # CADM B54, 12 units
(5 weeks 8a-5p, M-F -OR- 10 weeks 6p-10p, M-F)

P.C. 832 Arrest & Control

Bakersfield College course # ADMJ B60, 2.5 units
(1 week 8a-5p, M-F -OR- 2 weeks 6p-10p, M-F)

P.C. 832 Firearms Training

Bakersfield College course # ADMJ B61, 1.5 units
(3 days 8a-5p, F-Sun -OR- 2 nights, 2 days 6p-10p Thu-Fri & 8a-5p Sat-Sun)

Weaponless Self Defense

Bakersfield College course # CADM B74, .5 unit
(1 day)

Basic Baton

Bakersfield College course # CADM B73, .5 unit
(1 day)

Chemical Agents

Bakersfield College course # CADM B72, .5 unit
(O.C Pepper Spray)
(1 day)

Advanced Report Writing

Bakersfield College course # CADM B71G, .5 unit
(1 day)

***All class dates and times are subject to change without notice.**

WESTEC reserves the right to cancel courses that do not meet minimum enrollments.

2019 ORIENTATION DATES

Orientations are held at **6PM** on the third Thursday of the month.

2019 ORIENTATION DATES (DATES SUBJECT TO CHANGE WITHOUT NOTICE)

January 17, 2019
February 21, 2019
March 21, 2019
April 18, 2019
May 16, 2019
June 20, 2019
July 18, 2019
August 15, 2019
September 19, 2019
October 17, 2019
November 21, 2019
December 19, 2019

STUDENTS MUST ATTEND AN ORIENTATION PRIOR TO CORE REGISTRATION.
No fees or registration are required to attend orientation.

FINANCIAL HELP IS AVAILABLE

Please see attached flyer. Process must be completed before registering for any WESTEC course.

Eligibility to Attend the CSA Core Course

You must be 18 years old or older and in good physical health.

Instructional Format

100% ATTENDANCE IS REQUIRED.

The day course is about five (5) weeks in duration and meets Monday through Friday, 8:00am to 5pm.

The evening course is about ten (10) weeks in duration and meets Monday through Friday, 6:00pm to 10:00pm.

This is a twelve (12) unit course, credit through Bakersfield College.

There is a Course registration fee paid to WESTEC of **\$560.00**

Additional fees may apply for non-residents. More information on the back of this packet or call the Bakersfield College office of Admissions and Records at (661) 395-4302.

CORE Academy Required Textbook

The C.S.A. Corrections Officer Course requires a Student Workbook that can be purchased from **TREK Imaging Digital Color**, 3700 Easton Drive, Bakersfield, CA, 93309
Phone number 661-325-2695 Fax 661-325-8167

Cost is \$105, plus tax.

www.trekimaging.com

Uniform Requirement

The requirement of a uniform and wearing it to attend the C.S.A. Corrections Officer Core Course is to prepare you for employment within the correctional Field.

The cost for uniforms may run between \$350.00 and \$400.00

Class "A" Uniform Requirements and Specifications

- One black t-shirt with short sleeves without pockets, markings, or logos.
- One Long Sleeve Khaki shirt with a button-up collar and two button pockets on the front of the shirt
- One Khaki trouser with belt loops.
- One black clip on tie.
- One gold color tie-bar
- One black plastic name plate with white lettering. (First Initial and Last Name)
- One black basket-weave trouser belt with chrome buckle.
- One pair of black socks.
- One pair of shoes – comfortable uniform type footwear with plain toe for maintaining a bright shine.

Class "B" Uniform Requirements and Specifications

- One black t-shirt with short sleeves without pockets, markings or logos.
- One Khaki trouser with belt loop.
- One black basket-weave trouser belt with chrome buckle.
- One pair of black socks.
- One pair of shoes – comfortable uniform type footwear with plain toe for maintaining a bright shine.

Class "C" Uniform Requirements and Specifications

- One gray long-sleeve sweatshirt without markings or logos.
- One white t-shirt (to be worn underneath).
- One gray sweat pants without markings or logos.
- One pair of white athletic socks
- One pair of athletic shoes – (no bright neon colors).
- One pair of black gym shorts without markings or logos, no longer than the top of the knees.

\$560.00 CORE Academy registration fee
 (Day Classes, M-F 8am-5pm) (Night Classes, M-F 6pm-10pm)

Bakersfield College course # CADM B54

CADM B54 **CORE Academy** \$560.00 Registration Fee

(AM) 8am-5pm M-F (PM) 6pm-10pm M-F

DATES AND TIMES ARE SUBJECT TO CHANGE WITHOUT NOTICE

2019 Day CORE Academy Dates

2019 Night CORE Academy Dates

Registration AM Academy @ 8am			Registration PM Academy @ 6pm		
	Academy dates		Academy dates		Academy dates
ACADEMY #1	01/11/19	01/14-02/22/19	ACADEMY#1	01/04/19	01/07-03/26/19
ACADEMY #2	03/01/19	03/04-04/09/19	ACADEMY#2	02/08/19	02/11-04/29/19
ACADEMY #3	04/19/19	04/22-05/29/19	ACADEMY#3	03/08/19	03/11-05/23/19
ACADEMY #4	06/07/19	06/10-07/17/19	ACADEMY#4	04/12/19	04/15-06/28/19
ACADEMY #5	08/02/19	08/05-09/11/19	ACADEMY#5	05/17/19	05/20-08/05/19
ACADEMY #6	09/20/19	09/23-10/29/19	ACADEMY#6	06/21/19	06/24-09/09/19
ACADEMY #7	11/01//19	11/04-12/13/19	ACADEMY#7	07/19/19	07/22-10/04/19
			ACADEMY #8	09/05/19	09/09-11/22/19

****STUDENTS MUST ATTEND ORIENTATION PRIOR TO ACADEMY REGISTRATION****
 WESTEC Reserves the right to cancel courses without notice due to student minimums.

Drops, Withdraws & Grades

Students who drop or withdraw must notify both the Corrections Program Administrator at WESTEC as well as the Admission and Records Office at Bakersfield College. Students who have registered for a class and fail to notify of their intent to drop, or those who drop after the first 30% of the class, will be awarded a grade of "F".

Each course is awarded a letter grade.

PC 832 Courses

Please Note: After each CSA Core Academy Course the P.C. 832 Laws of Arrest, Search and Seizure & Control and P.C. 832 Firearms Training are offered to our students. Our P.C. 832 courses are created specifically for them. **Any non-academy students that wish to attend our P.C. 832 courses must contact Westec regarding availability.**

2019 P.C. 832 Arrest and Control (Age Requirement: 18+)

Bakersfield College course # ADMJ B60

Arrest & Control is an additional 40 hour course of instruction required for all persons who will hold a peace officer position in California.

This is a two and one half (2.5) unit course, credit through Bakersfield College.

This course is offered both in day and night format. Day courses take 5 days to complete. Night courses take 10 days to complete. (See schedule below)

The course registration fee is **\$115.00**

BOGG students must present a copy of their approval letter at the time of registration.

The BOGG covers the \$115 registration fee.

Please note that registration payments are non-refundable.

Required Workbooks for P.C. 832 Courses

To purchase workbooks go to: http://docstore.fedex.com/post_ca

Or by telephone: 1-800-GoFedEx

You will need to order workbook volumes 1-4 for Arrest & Control:

Volume 1 Leadership (version 3.1) \$9.48	Volume 3 Investigations (version 3) \$6.99
Volume 2 Law and Evidence (version 3.2) \$10.58	Volume 4 Use of Force Skills (version 4.2) \$7.88
<i>**Students taking the PC 832 Firearms Course, will also need Volume 5 Firearms**</i>	

ADMJ B60 PC832 Arrest & Control \$115.00 Registration Fee

(Day) 8am-5pm M-F (Night) 6pm-10pm M-F

DATES AND TIMES ARE SUBJECT TO CHANGE WITHOUT NOTICE

2019 Day Classes for Arrest & Control	2019 Night Classes for Arrest & Control
02/25-03/01/19	04/01-04/12/19
04/15-04/19/19	05/06-05/17/19
06/03-06/07/19	05/28-06/10/19
07/08-07/12/19*	07/08-07/19/19
07/22-07/26/19	08/12-08/23/19 Cancelled
08/12-08/16/19*	09/16-09/27/19 Cancelled
09/16-09/20/19	10/07-10/18/19
09/23-09/27/19*	11/04-11/18/19
11/04-11/08/19	12/02-12/13/19

12/02-12/06/19*	
12/16-12/20/19	

2019 P.C. 832 Firearms Training (Age Requirement: 18+)

Bakersfield College course # ADMJ B61

This is a one and one half (1.5) unit course, credit through Bakersfield College.

24 hour course. 8 hours classroom portion. 16 hours at range.

You must have no felony convictions, nor disqualifying misdemeanor convictions. **You must obtain and present a Department of Justice Clearance letter in order to register and attend the Firearms Training Course.** (Penal Code Section 13511.5 requires those students taking the firearms portion of the P.C. 832 class to have a California Department of Justice LiveScan Fingerprint Clearance completed before the firearms portion of the course begins.) Fingerprint live-scan forms are provided at the North Kern Training Center. You should allow approximately four weeks for processing the D.O.J. Clearance.

****The registration fee for students 21 & over is \$90.00****

****Registration fee for students under 21 is \$180.00 (Price includes ammo)****

BOGG students must present a copy of their approval letter at the time of registration.

The BOGG only covers \$70.00. Your cost will be \$110.00

Please note registration payments are **non-refundable**.

Required Workbook (volume 5, version 2.1 only \$7.02):

To purchase workbook go to: http://docstore.fedex.com/post_ca

WESTEC provides the weapons for this course. Students will purchase ammo!!!

Four hundred (400) rounds of 9 mm ammunition are required. All Ammunition must be of factory quality. **Must be brass.** No reloads or any other type determined to be unacceptable by the range master/ instructor will be allowed. **No Russian ammo.** Safety equipment (eye and ear protection) will be provided.

During the first class session, the instructor will provide information regarding the rules, expectations, collect clearance letter, and inspect ammo. **The instructor will also provide a map to the range.**

DRESS CODE RESTRICTIONS:

No open-toed shoes

No shorts

No low cut t-shirts

Pants with belt loops and a stiff belt are required for range portion of course.

All materials listed above must be present on all days of the scheduled course.

No exceptions.

ADMJ B61 PC832 Firearms

(Day Class) 8am-5pm FRI-SUN (Night Class) 6pm-10pm THUR-FRI 8am-5pm SAT-SUN

DATES AND TIMES ARE SUBJECT TO CHANGE WITH OUT NOTICE

2019 Day Firearms Dates	2019 Night Firearms Dates
03/08-03/10/19 Range 03/09 & 03/10	04/18-04/21/19 Range 04/20 & 04/21
04/26-04/28/19 Range 04/27 & 04/28	05/23-05/26/19 Range 05/25 & 05/26
06/14-06/16/19 Range 06/15 & 06/16	06/20-06/23/19 Range 06/22 & 06/23
08/02-08/04/19 Range 08/03 & 08/04	07/25-07/28/19 Range 07/27 & 07/28
09/06-09/08/19 Range 09/07 & 09/08*	09/05-09/08/19 Range 09/07 & 09/08 Cancelled
09/27-09/29/19 Range 09/28 & 09/29	10/03-10/06/19 Range 10/05 & 10/06 Cancelled
10/04-10/06/19 Range 10/05 & 10/06*	10/24-10/27/19 Range 10/26 & 10/27

11/15-11/17/19	Range 11/16 & 11/17	11/21-11/24/19	Range 11/23 & 11/24
12/13-12/15/19	Range 12/14 & 12/15*	12/19-12/22/19	Range 12/21 & 12/22
12/27-12/29/19	Range 12/28 & 12/29		

DATES SUBJECT TO CHANGE WITHOUT NOTICE

Please call the Friday prior to the class date to verify class is still on schedule

Class times are Saturday from 8am-5pm.

Pre-Registration Required. Call 661-387-1055 to register

<u>Weaponless Defense</u> <i>BC course # CADM B74 \$35.00 registration fee</i>	<u>Basic Baton</u> <i>BC course # CADM B73 \$35.00 registration fee</i>	<u>Chemical Agents</u> <i>BC course # CADM B72 \$35.00 registration fee</i>	<u>Advanced Report Writing</u> <i>BC course # CADM B71G \$35.00 registration fee</i>
01/05/19	01/12/19		
01/19/19	01/26/19	02/02/19	02/09/19
02/16/19	02/23/19	03/02/19	03/09/19
03/16/19	03/23/19	03/30/19	04/06/19
04/13/19	04/20/19	04/27/19	05/04/19 CANCELLED
05/11/19	05/18/19	05/25/19	06/01/19
06/08/19 CANCELLED	06/15/19 CANCELLED	06/22/19	06/29/19
07/06/19	07/13/19	07/20/19 CANCELLED	07/27/19 CANCELLED
08/03/19 CANCELLED	08/10/19 CANCELLED	08/17/19	08/24/19
08/31/19	09/07/19	09/14/19	09/21/19
09/28/19	10/05/19	10/12/19	10/19/19
10/26/19	11/02/19	11/09/19	11/16/19
11/23/19	12/07/19	12/14/19	12/21/19



CORRECTIONS • Core Course Training

Find a new career in a high-demand field

This program is designed to prepare the student for employment as a Correctional Officer and Detention Deputy. This core course is a formal, structured, job-related training program. Approved by the Department of Corrections and Rehabilitation - Corrections Standards Authority for professional personnel entering one of three key, local corrections departments. The course is introductory training and must be completed within the first year of employment or prior to employment. It is a critical part of the overall requirements to reach journey level status.

Entry Requirements:

- Applicants must be 21 years old or older to apply
- Have a High School Diploma or GED and present a transcript to verify
- Must pass drug and alcohol screening
- Must have a valid California driver's license
- Applicants cannot have any felonies or misdemeanors
- Applicants cannot have a history of substance or alcohol abuse
- Applicants must pass a background check from the Department of Justice
- Applicants must complete Work Keys Assessment

Training Location & Length of Program:

- 5801 E. Lerdo Highway, Shafter CA 93263
- Day Class (8:00 AM - 5:00 PM)
- Length of Class: 208 Hours
- Materials and supplies will be provided

For more information and to register for this training, please contact Case Manager

Darrell Sephus

661.336.6706 • darrells@co.kern.ca.us

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"Formerly Career Services Center" of CaliforniaSM

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www.americasjobcenterofkern.com 325-HIRE

The AJCC & WIA are an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

BOARD OF GOVERNORS FEE WAIVER COVERAGE DETAILS

CLASS/ITEM	FEE	BOGG COVERAGE	FEE STUDENT PAYS
CORE Academy Registration	\$560.00	\$560.00	\$0.00
CORE Uniform	\$350.00-\$400.00	NOT COVERED	\$350.00-\$400.00 (To uniform company)
CORE Textbook	\$105.00, plus tax	NOT COVERED	\$105.00, plus tax. (To Trek Imaging)
PC832 Arrest & Control	\$115.00	\$115.00	\$0.00
PC832 Firearms	Under 21 \$180.00	\$70.00	Under 21 \$110.00
	21 & over \$90.00	\$70.00	21 & Over 20.00
Weaponless Self Defense	\$35.00	\$35.00	\$0.00
Basic Baton	\$35.00	\$35.00	\$0.00
Chemical Agents	\$35.00	\$35.00	\$0.00
Advanced Report Writing	\$35.00	\$35.00	\$0.00

- For faster processing, students should fill out a BOGG fee waiver form online. Please visit: <https://www.bakersfieldcollege.edu/finaid/college-promise-grant>
- **(Students who have not yet taken a course at BC, must first visit the Bakersfield College office of Admissions and Records before submitting a BOGG waiver form)**
- If student qualifies for the BOGG fee waiver, an award letter must be presented to WESTEC on registration day/night for the CORE, PC832 Arrest & Control, PC832 Firearms classes, and/or in-service class.

Definitions for Residency

Permanent Resident = has a Permanent Resident card, lived in CA for one year or more.

Other Status = people that have no legal standing, Dream Act, if they didn't attend HS and receive HS diploma, will be charged non-resident fees.

US = United States citizens, if lived in CA for one year or more will not be charged non-resident fees.

SV = Here on student visa's, certain types can waive the non-resident fees after being here for one year.

TR = temporary resident, will be charged non-resident fees.

Residency Determination

A 'resident' is a student who has residence in the state of California for more than one year immediately preceding the residence determination date, which is the day before the first day of classes.

The resident of any California community college district may attend a community college in any other district in this state, subject to generally applicable admission criteria, and subject to any restrictions set forth in a notice of restriction issued by a district.

In order to determine a person's place of residence, reference is made to the following statutory rules:

1. Every person has, in law, a residence.
2. Any person who is married or is 18 years of age or older and under no legal disability to do so, may establish residence
3. In determining the place of residence the following rules are to be observed:
 - a. There can be but one place of residence.
 - b. A residence is the place where one remains when not called elsewhere for labor or other special or temporary purpose, and to which he/she returns in seasons of repose.
 - c. A residence cannot be lost until another is gained.
 - d. The residence can be changed only by the union of act and intent.
 - e. A man or a woman may establish his or her residence. A woman's residence shall not be derivative from that of her husband.
 - f. The residence of the parent with whom an unmarried minor child maintains his/her place of abode is the residence of the unmarried minor child. When the minor lives with neither parent, his/her residence is that of the parent with whom he/she maintained his/her last place of abode, provided the minor may establish his/her residence when both parents are deceased and a legal guardian has not been appointed.
 - g. The residence of an unmarried minor who has a parent living cannot be changed by his/her own act, by the appointment of a legal guardian, or by relinquishment of a parent's right of control, unless the student qualifies for the self-supporting exception.

In general, a resident has citizenship or permanent resident status in the United States and has established residence in California for at least one year immediately preceding the residency determination date (the day before the first day of classes). If you do not have citizenship or permanent resident status in the United States, or have questions regarding your status, please contact the Admissions and Records Office.

Non-Resident Tuition Fee

Non-resident students are required by state law to pay tuition in addition to enrollment fees. The tuition fee for non-resident students is \$175 per unit up to a maximum of 15 units per semester. It might be increased after this is published. There is an additional \$43 per unit capital outlay fee.

California Nonresident Tuition Exemption For Eligible California High School Graduates

The law passed by the Legislature in 2001 as "AB 540." Any student, other than a nonimmigrant alien, who meets all of the following requirements, shall be exempt from paying nonresident tuition at the California Community Colleges, the California State University and the University of California (all public colleges and universities in California).

Requirements:

- The student must have attended a high school (public or private) in California for three or more years.
- The student must have graduated from a California high school or attained the equivalent prior to the start of the term (for example, passing the GED or California High School Proficiency exam).
- An alien student who is without lawful immigration status must file an affidavit with the college or university stating that he or she has filed an application to legalize his or her immigration status, or will file an application as soon as he or she is eligible to do so. Students who are nonimmigrants [for example, those who hold F (student) visas, B (visitor) visas, etc.] are not eligible for this exemption. The student must file an exemption request including a signed affidavit with the college that indicates the student has met all applicable conditions described above. Student information obtained in this process is strictly confidential unless disclosure is required under law. Students eligible for this exemption who are transferring to another California public college or university must submit a new request (and documentation if required) to each college under consideration. Nonresident students meeting the criteria will be exempted from the payment of nonresident tuition, but they will not be classified as California residents. They continue to be "nonresidents." AB540 does not provide student financial aid eligibility for undocumented alien students. These students remain ineligible for state and federal financial aid.

For additional questions, you may call the Bakersfield College office of Admissions and Records at 661-395-4302