



# ALLECA

## DEPARTMENT OF ARIZONA AMERICAN LEGION LAW ENFORCEMENT CAREER ACADEMY

### CALL TO REPORT

(July 13, 2020 LAST UPDATED)



## ALLECA 2021

You are advised to report to the **AMERICAN LEGION LAW ENFORCEMENT CAREER ACADEMY** on **SATURDAY JUNE 12, 2021** between the hours of 1:00 p.m. & 3:00 p.m. The map on the reverse side will aid you in reaching the Academy.

You will be issued a uniform, assigned to your quarters, assigned to a squad, meet your counselors, and be given further instructions.

An essay about you is due at the time you check-in. The essay must be 1,000 words long and be addressed to the ALLECA Director Matt Griffis. The essay can be handwritten or typed (preferred) but must project a professional image as if you were applying for a job.

Upon arriving at the academy, you will carry all paperwork in your right hand and your luggage in your left hand. Uniformity is the key, so please abide by these instructions.

When reporting to a check-in station you will report to that check-in location and a Staff member by stating, **Sir/Ma'am, Cadet (last name and cadet number) reporting as ordered.**" This will be a busy morning for everyone, and this will help the Staff member locate your name or cadet number within the check-in roster at a particular location.

The training site is known as the **Emmanuel Pines Camp in Prescott, Arizona**. Directions to the Camp are enclosed. As indicated in the ALLECA Brochure and website ( [www.alleca-az.org](http://www.alleca-az.org) ) you will be expected to pass a physical fitness test immediately after the check-in process.

You must complete a 1.5 mile run within 18 minutes and complete the number of push-ups and sit-ups within one minute for your age category. Cadets that fail the physical fitness test will be sent home immediately and transportation arrangements and costs are the responsibility of the parent/guardian. The following are the age group requirements for the push-ups and sit-ups:

- Ages 11 & 12: 15 Push-ups and Sit-ups within one minute
- Ages 13 & 14: 17 Push-ups and Sit-ups within one minute
- Ages 15 & 16: 19 Push-ups and Sit-ups within one minute
- Ages 17 & 19: 21 Push-ups and Sit-ups within one minute

Your issued uniform will consist of a polo shirt, t-shirt, shorts, a cap, belt with belt buckle, and a pair of BDU trousers. The BDU's, as well as the belt and belt buckle are to be returned at the end of the program.

Matt Griffis, **ALLECA DIRECTOR**  
[allecadirector@gmail.com](mailto:allecadirector@gmail.com)  
(520) 289-5113

CAPT. Diana Mondragon, **CLASS SUPERVISOR**  
[dmondragon@azdps.gov](mailto:dmondragon@azdps.gov)  
(520) 609-1712



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All meals will be served in the cafeteria, BREAKFAST, LUNCH, DINNER. On opening day (Saturday) you will be served dinner only, so be sure to have a hearty breakfast and lunch, and drink plenty of water before arriving at the camp. It is **STRONGLY** suggested that you begin drinking water on the prior Friday, as you may be anxious & nervous, and you need to be properly hydrated ahead of time. Any cadets who bring their own vehicle to the Academy must turn their keys over to their counselor who will return them after graduation.

Your class instructors will be qualified men and women from various law enforcement agencies. Your counselors and squad leaders will be with you the entire week. They will guide and assist you; feel free to consult with them at any time. All the officers have volunteered their services for your benefit, they deserve and must be granted the utmost courtesy, respect, and obedience always.

If you find you are unable to attend the Academy, it is your duty to notify us at once by contacting the Director by phone at one of the numbers listed below or by email.

**WHAT TO BRING CHECK LIST:** You must report with only one (1) piece of luggage. When reporting to the Academy, you must be wearing your own PT gear (i.e.; shorts, solid black t-shirt, white or black ankle socks, & running shoes) and have the following:

- Black mesh PE shorts (no logo's or stripes)
- Several pairs of socks (White or black ankle length and black knee length)
- Changes of underwear
- Running shoes (not basketball or skateboard type)
- Black laced boots which can obtain a high gloss shine (combat style, 511, military, High-Tech, etc.)
- Black shoe polish (not liquid type)
- Toilet articles
- Light Jacket
- Cosmetics (*women only*)
- Chapstick
- Shower Shoes
- Sun Block
- Foot Powder
- Towels and wash cloth
- Hair gel (men and women) if desired
- Notebook (8 ½ x 11)
- Laundry soap – compact size for 7 days
- Alarm clock
- Sewing kit
- Travel iron
- Shaving kit
- Small first aid kit
- Flashlight – compact and bright
- Mesh laundry bag

**CELL PHONES** are permitted, however they will be collected and safely stored. Each cadet will have an opportunity to call home at least one time during the middle of the week in the evening to check in.

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**Male cadets** must arrive clean shaven, no facial hair – no beard or mustache, hair shall be above the collar or shorter, not touching the ears and above the eyebrows.

**Female cadets** are expected to arrive with their hair professionally pinned in a bun in the back of the head. It is strongly suggested that the females bring a can of hair spray with them for the week.

All prescription drugs must be in the original container and placed in a clear “zip-lock” bag with your name and cadet number written upon the bag. **If you have had or have been exposed to any illness or flu like symptoms two weeks prior, do not plan to attend, as you’ll infect others. We will re-schedule you for the next class.** Please contact either the Director Matt Griffis or Capt. Diana Mondragon at the phone or e-mails listed below.

Cadets will first report to the check-in desk near the ALLECA trailer parked in front of **PINE LODGE**. A cadet advisor checking you in will then direct you to the medic, who will take your vitals. You will then be directed to the next check-in station. Look for the signs and posters along the roadway as you approach the camp to better help you find your way.

You are also being sent the ALLECA Standard Operating Procedures (SOP). You will use the SOP booklet as a study guide. Make sure to bring it with you. Read and study the SOP from front to back and know what is outlined within the SOP. You will be tested upon this information during your check-in process by the ALLECA Staff.

You will graduate and receive your certificate on **Saturday July 6th at 10:00 A.M.** at the camp after a formal inspection. On graduation day your family and friends will need to arrive for the graduation ceremony no later than 9:30 A.M. The graduation ceremony will occur inside the camp gymnasium.

PLEASE, read your brochure and ALLECA SOP manual carefully before arriving at the Academy. You are responsible to know the rules and regulations of this Academy. Please be safe and do not injure yourself prior to the Academy.

**We look forward to meeting you on JUNE 12 through JUNE 19, 2021.**

Matt Griffis, **ALLECA DIRECTOR**  
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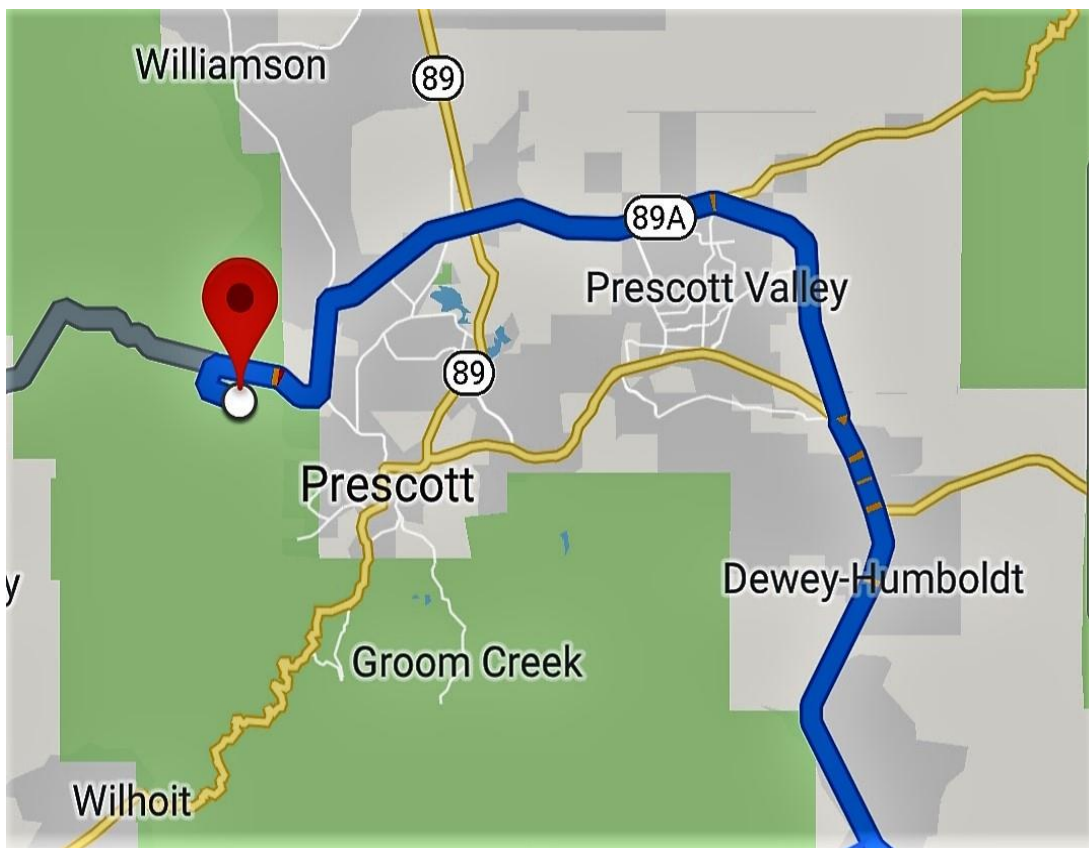


## Driving Directions (GPS)

Emmanuel Pines Camp & Conference Center  
3000 N Spence Springs Rd, Prescott, AZ 86305

Follow I-10 W and I-17 N to AZ-69 N in Cordes Lakes. Take exit 262 from I-17 N

Continue on AZ-69 N. Take Fain Rd, AZ-89A S and Pioneer Pkwy to Spence Springs Rd



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