MODULAR ACADEMY

RIVERSIDE COMMUNITY COLLEGE DISTRICT
LAW ENFORCEMENT TRAINING PROGRAMS
&
RIVERSIDE COUNTY SHERIFF’S DEPARTMENT
STANLEY SNIFF, SHERIFF-CORONER

Ben Clark Public Safety Training Center

16791 Davis Avenue
Riverside, CA. 92518
(951) 571-6316
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Riverside Community College District  
Moreno Valley Campus  
&  
Riverside County Sheriff’s Department  
Stanley Sniff, Sheriff-Coroner  
- Present -  

Regular Basic Course-Modular Format Academy  

Have you ever considered a career in law enforcement? The Riverside Community College District in partnership with the Riverside County Sheriff’s Department, provides a unique opportunity for working adults. You will receive training to satisfy Basic Peace Officer instruction in as little as 13 months divided into three levels (modules): Level III Reserve Officer Training; Level II Officer Training; and Level I Officer Training. The Regular Basic Course-Modular Format Academy is designed to accommodate working students. 

Classes occur evenings, during the week, and on alternating weekends at the Ben Clark Public Safety Training Center located adjacent to the March Air Reserve Base. The Modular Format Academy satisfies training requirements for those seeking careers as full-time peace officers or reserve officers. 

Upon successful completion of each Module, you will receive college units. As a Riverside Community College student you may be eligible to receive financial assistance to help cover the cost of your education. All instructors are POST certified law enforcement officers from the Riverside County area and/or instructors from the Riverside Community College District. 

The Modular Format Academy is dedicated to the education and professional achievement of students planning on pursuing careers in law enforcement. The Academy also requires that recruits understand and accept the commitment to the training program. 

Please contact the Riverside Community College Public Safety Education and Training enrollment line at (951) 571-6316 to enroll in the Academy. For specific questions regarding the Modular Format Academy, contact Deputy Mel Kabbara at (951) 486-2781 (e-mail: kkabbara@riversidesheriff.org) or Deputy Bryan Vig at (951) 486-7534 (e-mail: bvig@riversidesheriff.org). 

Pre-Service law enforcement officers are currently in high demand.  
Do not let this opportunity pass you by!
**REQUIREMENTS:**

- Minimum age to enter the academy is 18
- All students are required to complete the Modular Academy Orientation
- Possess valid California driver’s license
- Physical Examination (Medical Clearance)
- Fingerprinted through the Department of Justice for firearms clearance (DOJ Clearance Letter)
- Physical Fitness Assessment (1.5 mile run, Push-ups & Sit-ups) - (Module I students only)
- Be free of any felony convictions or legal mandates that restrict or prohibit employment as a law enforcement officer or possession of a firearm
- Complete the application process with the Riverside Community College if you are not a current student already. You can apply online through www.cccapply.org. Please print out the “Enrollment Confirmation Page” and bring a copy on the first day of class
- Participants should be in good physical condition
- Have passed P.O.S.T. Module III or II End of Course Proficiency Test (within the preceding 12 months) {Module I & II students only}
- Passing grade for each module to advance to the next module

****Instructions on how to fulfill these requirements prior to the first day of the Academy will be given at the Orientation.

The Academy Orientations are held at the Ben Clark Public Safety Training Center. The Module III & II orientations are on a week day during the evening. The Module I orientation is held on a Saturday and begins at 8:00AM. The physical fitness assessment and course orientation will occur on the same day for the Module I students. Attendance at the orientation is mandatory for all students. If for some reason you are unable to attend the orientation, contact the staff to let them know and other arrangements can be made.

**FINANCIAL ASSISTANCE:** As an RCC student you may be eligible to receive financial assistance to help cover the cost of your education, such as:

- Board of Governors Fee Waiver (BOG Waiver)
- PELL Grant
- FSEOG Grant
- Cal Grant
- Scholarships
- Guaranteed Student Loans

You may apply for financial assistance by completing an application at www.FAFSA.ed.gov using RCC’s Title IV code #001270. To learn more about various financial aid opportunities, or instructions on completing your financial aid file, visit our website at www.rcc.edu/studentfinancialservices. Additional questions regarding financial aid eligibility or help with completing a FAFSA should be directed to Financial Aid at (951) 222-8709 or (951) 222-8710. Riverside Community College also offers assistance to Veteran’s. Contact the Veteran’s benefits office at (951) 222-8602.

A pre-conditioning/physical fitness class is available to help prospective students prepare for the rigorous physical activity in the Academy. The class is held at the Ben Clark Training Center on Mondays, Wednesdays, and Fridays from 6:00-8:00PM. For enrollment, contact Correctional Deputy George Botello at (951) 486-2732 or e-mail him at gbotello@riversidesheriff.org.
**COURSE DESCRIPTION:** This 12 week, 162 hour Academy is the first component of the Modular Format Academy. It is a discipline/stress oriented program with an emphasis on Professionalism/Ethics & Leadership, Vehicle Operations, Arrest/Control & Baton, Firearms, and Chemical Agents. In addition, there will be inspections, training in formation, physical exercises (running, push-ups, sit-ups, jumping jacks, etc.) and facing movements with marching. Students will attend the Academy in full uniform and are required to purchase their own physical training gear along with other miscellaneous supplies. This course is designed/intended for employed or aspiring peace officer candidates who wish to meet all training requirements for a Level III Reserve Police Officer in the state of California.

**ACADEMY SCHEDULE:** The class meets Tuesday, Wednesday, and Thursday nights from 6:00-11:00PM, and alternating Saturdays (and some Sundays) from 8:00AM-5:00PM. The next class is scheduled for:

- **Date:** TBA (Sometime in July)
  - (Orientation: Date to TBA)

**LOCATION:** The course will be presented at the Ben Clark Public Safety Training Center at 16791 Davis Avenue, Riverside, CA. 92518.

**FEES:** The total course fee is $414.00 (RCC tuition, health fee, range materials, & Learning Domain books) plus the cost of uniforms and miscellaneous training equipment. These fees are based on a California residency status. Students who do not meet this requirement will be classified as a non-resident student and will be required to pay non-resident fees (currently set $181.00 per unit) in addition to the total cost. The Academy fee is due the first day of class. The payment shall either be in cash or money order payable to the “Riverside County Sheriff's Department.” All fees are subject to change!

**PRE-REQUISITE:** All students need to bring a copy of their Department of Justice (DOJ) clearance letters to the first day of the Level III Modular course. You will not be permitted to take the course without a current DOJ letter or letter from a state recognized law enforcement agency agreeing to sponsor you in firearms training. If you are sponsored by a law enforcement agency, the law enforcement agency needs to incorporate in the letter that you are not prohibited from possessing a firearm in California. The letter needs to be typed on a department letterhead. The DOJ letter is deemed current if dated within (6) six months of the start of the class. Any DOJ letter over (6) months old at the start of the class will not be accepted. ANY student convicted of a felony will not be allowed to possess a firearm in California. To get a DOJ clearance letter you need to get fingerprinted through the Live Scan Fingerprint Service, at which point the location will send your fingerprints to the Department of Justice. The Department of Justice will then send you a letter allowing or not allowing you to possess a firearm in California. Complete the application process with the Riverside Community College if you are not a current student already. You can apply online through the website www.cccapply.org. Please print out your “Enrollment Confirmation Page” and bring a copy on the first day of class. See page 3.
*** As of January 1\textsuperscript{st}, 2007, the PC 832 Firearms and Arrest, Search, and Seizure courses have been incorporated into the Module III Academy. This means that students are no longer required to take the PC 832 courses prior to enrolling in the Module III course.

\* **REQUIRED EQUIPMENT:** An equipment list will be provided at the Academy Orientation Meeting.

\* **CURRICULUM:** A partial listing of course content is as follows:

- Ethics/Professionalism/Leadership
- Vehicle Operations
- Search & Seizure
- Firearms
- Custody
- First Aid & CPR
- Use of Force
- Chemical Agents
- Arrest & Control/Baton Use
- Report Writing

\* **TYPICAL DUTIES:** Level III Reserve Officers may perform specified limited support duties and other duties that are not likely to result in physical arrests, while being supervised in the immediate vicinity of a Level I Reserve Officer or a full-time regular officer. Some of the duties Level III officers may perform are as follows:

- Prisoner/Evidence Transport (with out immediate supervision)
- Parade/Traffic Control
- Clerical
- Crime Prevention Duties
- Other duties as assigned by the individual department

Once a recruit has successfully completed Module III, he/she will be certified as having received Level III Reserve Officer training for the State of California. However, they must be appointed as a reserve officer by a law enforcement agency.

****Successful completion of this course is necessary for entry into the Level II Module.
RBC- MODULAR FORMAT ACADEMY
MODULE II

P.O.S.T. Control #: 2200-00140
RCC Course Code: ADJ-R1B 11 Units

★ COURSE DESCRIPTION: This 15 week, 242 hour Academy is the second component of the Modular Format Academy. It is a discipline/full stress oriented program with an emphasis on Community Relations, Investigative Report Writing, Cultural Diversity, Search & Seizure, Arrest/Control & Baton, and Firearms. In addition, there will be inspections, training in formation, physical exercises (running, push-ups, sit-ups, jumping jacks, etc.), facing movements with marching. Students will attend the Academy in full uniform and are required to purchase their own physical training gear along with other miscellaneous supplies. This course is designed/intended for employed or aspiring Reserve Level II candidates who wish to meet all training requirements for a Level II Reserve Police Officer in the state of California.

★ ACADEMY SCHEDULE: The class meets Tuesday, Wednesday, and Thursday nights from 6:00-11:00pm, and alternating Saturdays (and some Sundays) from 8:00am-5:00pm. The next class is scheduled for:
  o April 6, 2010 – July 15, 2010
    ▪ (Orientation: Wednesday, March 17, 2010 at 7PM)

★ LOCATION: The course will be presented at the Ben Clark Public Safety Training Center at 16791 Davis Avenue, Riverside, CA. 92518.

★ FEES: The total course fee is $506.00 (RCC tuition, health fee, range materials, & Learning Domain books) plus the cost of uniforms and miscellaneous training equipment. These fees are based on a California residency status. Students who do not meet this requirement will be classified as a non-resident student and will be required to pay non-resident fees (currently set $181.00 per unit) in addition to the total cost. The Academy fee is the first day of class. The payment shall either be in cash or money order payable to the “Riverside County Sheriff’s Department.” All fees are subject to change!

★ PRE-REQUISITE: Successful completion of the Module III Academy and must have passed the P.O.S.T. comprehensive Module III End-of-Course Proficiency Test within the preceding 12 months. A current Department of Justice Firearms clearance letter. See Page 3.

★ REQUIRED EQUIPMENT: An equipment list will be provided at the Academy Orientation Meeting.

★ CURRICULUM: A partial listing of course content is as follows:
  ▪ Preliminary Investigations
  ▪ Cultural Diversity & Discrimination
  ▪ Crisis Intervention & Victimology
  ▪ Vehicle Pullovers
  ▪ Firearms (day & night shooting)
  ▪ Lifetime Fitness
  ▪ Arrest & Control/Baton Use
  ▪ Investigative Report Writing
  ▪ Hazardous Materials
**TYPICAL DUTIES:** A recruit must successfully complete Modules III & II to be certified as a Level II Reserve Officer. A recruit must still be appointed as a Level II Reserve Officer. A Level II Reserve Officer may perform general law enforcement duties with immediate supervision of a Level I Reserve Officer or a full-time regular officer. The Level II Reserve Officer may also perform all Level III Reserve Officer duties without immediate supervision.

****Successful completion of this course is necessary for entry into Module I.
RBC- MODULAR FORMAT ACADEMY
MODULE I

P.O.S.T. Control #: 2200-00150
RCC Course Code: ADJ-R1C 17.0 Units

★ COURSE DESCRIPTION: This 26 week, 451 hour Academy is the final component of the Modular Format Academy. It is a discipline/high stress oriented program with an emphasis on Emergency Vehicle Operations, Tactical & Combat Firearms Training, Arrest/Control & Baton, and Investigative Report Writing. In addition, there will be inspections, training in formation, physical exercises (running, push-ups, sit-ups, jumping jacks, etc.), facing movements with marching, and Scenario Training. Students will attend the Academy in full uniform and are required to purchase their own physical training gear along with other miscellaneous supplies. This course is designed & intended for employed or aspiring Reserve Police Officers or Candidates who wish to meet requisite training requirements for a Level I Reserve Officer or full-time peace officer in the state of California.

★ ACADEMY SCHEDULE: The class meets Tuesday, Wednesday, and Thursday nights from 6:00-11:00pm, and alternating Saturdays (and some Sundays) from 8:00am-5:00pm. The next class is scheduled for:

   o July 20, 2010 – February 10, 2011
     ▪ (Orientation date: TBA)

★ LOCATION: The course will be presented at the Ben Clark Public Safety Training Center at 16791 Davis Avenue, Riverside, CA. 92518.

★ FEES: The total course fee is $672.00 (RCC tuition, health fee, range materials, & Learning Domain books) plus an additional cost of uniforms and miscellaneous training equipment. These fees are based on a California residency status. Students who do not meet this requirement will be classified as a non-resident student and will be required to pay non-resident fees (currently set $181.00 per unit) in addition to the total cost. In addition there is a $550.00 Emergency Vehicle Operations course fee payable upon attendance for EVOC. The EVOC fee is payable to “San Bernardino County Sheriff's Department”. The Academy fee is due the first day of class. The payment shall either be in cash or money order payable to the “Riverside County Sheriff's Department.” All fees subject to change!

★ PRE-REQUISITE: Successful completion of the Modules III & II and must have passed the P.O.S.T. Comprehensive Module II End-of-Course Proficiency Test within the preceding 12 months. A current Department of Justice Firearms clearance letter. See page 3.

★ REQUIRED EQUIPMENT: An equipment list will be provided at the Academy Orientation Meeting.

★ CURRICULUM: A partial listing of course content is as follows:

  ▪ Lifetime Fitness
  ▪ Emergency Vehicle Operations
  ▪ Patrol Tactics
  ▪ Vehicle Pullovers
  ▪ Defensive Tactics

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- Crimes in Progress
- Tactical & Combat Firearms
- Death Investigations
- Domestic Violence
- Gang Awareness
- Controlled Substances
- Traffic Accident Investigations

**TYPICAL DUTIES:** This is the highest level of the Regular Basic Course-Modular Format Academy. Successful completion of this program affords the recruit the same P.C. 830.1 powers and duties as the POST (full-time) Basic Peace Officer Academy. The recruit may seek employment as a regular full-time officer or a Level I Reserve Officer. The student may perform the same general law enforcement duties and functions as a regular full-time peace officer with supervision determined by the law enforcement agency.

*** While this program fulfills state required mandated training for a Level 1 reserve officer or regular full-time peace officer, individual law enforcement agencies maintain discretion to waive or accept persons who have completed the program.
Frequently Asked Questions about the Modular Format Academy

Q. What is the difference between the Basic and Modular Academies?
A. The difference between both academies is the format that it is offered in. The “Basic” Academy is scheduled generally Monday through Friday from 6AM-5PM; it is also called the Intensive, Full-time, or Daytime Academy. The Basic Academy takes approximately 6 months to complete. The “Modular” Academy is scheduled Tuesdays, Wednesdays, and Thursdays from 6-11PM and every other Saturday from 8AM-5PM; it is also called the Part-time or Nighttime Academy. The Modular Academy, which consists of three modules, takes approximately 13 months to complete. Successful completion of all three modules equates to the training obtained in a full-time basic law enforcement academy.

Q. What are the age, height, and weight requirements to enter the Academy?
A. The only absolute requirement is that recruits be a minimum of 18 years old. There is no maximum age. Many recruits in their mid-50s have successfully completed the program. There are no height and weight requirements; however it would be to your benefit if your weight was in proportion to your height.

Q. Is the Academy recognized by an out of area law enforcement agencies?
A. Yes, a P.O.S.T. certificate is recognized throughout the state of California. Each academy curriculum exceeds California P.O.S.T. standards for officer training.

Q. Do I receive college credit for completion of the Academy?
A. Yes, each module is listed as a course in the Riverside Community College catalog and each course counts for a specific number of units of college credit.

Q. Does the Academy conduct a background investigation?
A. Yes, the academy conducts a Department of Justice (DOJ) and FBI record search to ensure recruits have no felony convictions. The academy may check criminal history of recruits, but the actual detailed background investigation is accomplished by the hiring agency. All recruits are also required to submit a copy of their driving record.

Q. When are the fees required for the Academy?
A. Registration fees for each individual module will be collected on the first day of class. Cash or Money Orders only (no checks). Money Orders are to be made out to the “Riverside County Sheriff’s Department.”

Q. Can I miss some academy sessions for work-related obligations?
A. Yes, but there are many mandatory days that cannot be made up if they are missed. Each academy allows for a specific number of excused absent hours. You are only allowed to miss 5% of the total number of hours in each course. Recruits will be dropped from the course if they exceed the number of allotted hours.

Q. Do I have to participate in Firearms training?
A. Yes, firearms qualification is mandatory for P.O.S.T. certification and for successful completion of the program. Each recruit must pass several handgun courses and qualify with the shotgun. All recruits must provide their own hand gun and ammunition; the academy provides the shotguns.

Q. Do I have to participate in Chemical Agents training?
A. Yes, chemical agents training is an integral portion of the course and is mandatory for P.O.S.T. certification and for successful completion of the program.

Q. Do I have to participate in Physical training?
A. Yes, physical qualification is mandatory for P.O.S.T. certification and for successful completion of the program. Exercises such as running, push-ups, sit-ups, and calisthenics should be expected daily.