

The background of the entire page is a crime scene photograph. In the foreground, a black semi-automatic handgun lies on a wooden surface. To its right is a yellow evidence marker with the number "2" printed on it. In the background, another yellow evidence marker with the number "3" is visible. There is also some crumpled paper and other indistinct objects scattered around, creating a somber and investigative atmosphere.

POLICE OFFICER TRAINING ACADEMY

Commissioned Officer Application



Required Student Supplies for Basic Peace Officer Training Academy

Required Items not included in student tuition + supply fees:

Cadet Checklist - The following must be provided

- Agency Sponsored CLEET Application - Must be on file with the BPOC Coordinator
 - \$120.00 – MMPI Test *students must have a passing score
 - \$38.50 – POSSE Test *students must have a passing score
 - \$25.00 – CLEET Application Processing Fee upon acceptance into the Academy *failure to pay CLEET by the first day of class will result in the Cadet's inability to begin the Academy.
 - \$19.00 – OSBI Criminal History Record Information Request
 - \$18.00 – Federal Bureau of Investigation (FBI), Identity History Summary Check
- \$100 – Final CLEET Certification Exam
- Uniforms
 - Minimum of 2 – Khaki Tactical pants
 - 3 – Polo shirts for Academy Uniform
 - 1 – T-shirts for Defensive Tactics
 - 1000 rounds of 9mm FMJ factory loaded rounds (available for purchase at Pioneer Tech bookstore). Commissioned officers will be allowed to use their issued firearms. Pioneer Tech only has 9mm ammo available for purchase.
 - Wrestling shoes for Defensive Tactics skills
 - Running tennis shoes for Physical Training
 - Workout attire for Physical Training
 - Black duty boots or shoes
 - Paper, pens, and pencils
 - Combination lock for student's locker

Items included w/ student tuition and supply fees:

- Use of Duty belts, holsters, and gear.
- Use of Firearms

I have read, understand, and agree to the items I am required to provide for myself in order to attend the Police Officer Training Academy at Pioneer Technology Centers.

Signature _____ Date _____

Basic Peace Officer Certification

Pioneer Technology Center 2101 N. Ash, Ponca City, OK 74601 580-718-4339

TuckerH@pioneertech.edu



BASIC ACADEMY UNIFORM AND EQUIPMENT REQUIREMENTS

ACADEMY DRESS CODE

Academy Uniforms

- Solid colored long or short sleeve polo shirt
- Khaki pants
- Black boots or black athletic shoes
- Agency Uniform: (May be worn for pictures, and/or graduation ceremonies)

Academy Uniforms – Custody & Control, Defensive Tactics, Firearms

- Defensive Tactics – Uniform Requirements: During Defensive Tactics/Custody Control training, the cadet may wear Karate Gi pants, or sweat pants only. No tight-fitting clothing is allowed. (Preferably dark colors.) BDU style pants MAY NOT be worn. Pants shall have no exposed buttons, zippers, or snaps. Shorts are not permitted. Sweat tops or T-shirts are permitted and should be dark in color with no lettering or graphics. Neither T-shirts nor sweatshirts will be worn if the sleeves have been removed. The only approved footwear for this training is either socks or wrestling shoes. Bare feet are not allowed for health and sanitation reasons.
- Firearms – Uniform Requirements: Since firearms training will expose the cadets to ambient weather conditions, the uniform may be modified at the discretion of the Firearms Training Staff. During the firearms block of training, the cadets are required to wear a hat that has a brim or a bill. The color of the hat shall not be red or orange as this color is reserved for instructors so they may be recognized. cadets are not allowed to wear any garments of any type that are red or orange in color. Cadets are required to wear safety glasses on the range. Eye protection should meet American National Standards Institute's requirements and department policy. Cadets are required to wear hearing protection on the range. Hearing protection should meet or exceed the Occupational Safety and Health Act requirements.
- LEDT (Driving) – Uniform Requirements: During the Law Enforcement Driver Training, the cadets will be exposed to ambient weather conditions that may at times be extreme. The normal cadet uniform may be modified at the discretion of the Driver Training staff.
- Other Exceptions – Uniform requirements: There may be other times when Instructional Staff will authorize a departure from the Academy uniform. This is discretionary and will be determined as needed by Instructional Staff.

EQUIPMENT/SUPPLIES CADETS ARE REQUIRED TO PROVIDE:

Academics/Classroom Instruction

- Package of Number 2 lead pencils or mechanical pencils
- Package of Pens – black or blue ink only
- Calculator with square root function - the Cadet should be familiar with the calculator he/she is using
- Binder/notebook and print/copy paper
- Rain gear and weather appropriate clothing. (**NO** red or orange rain gear or clothing allowed for Cadets.)

Firearms/Range

- A brimmed hat or a hat with a bill (**NO** red or orange hats are allowed for cadets) is suggested
- A black marker for identifying targets
- 1000 Rounds of American manufactured ammunition consistent with projectile grain weight and ballistic performance of their "duty" ammunition

NOTE: Commissioned Officers are permitted to use their service weapon during the Firearms block of instruction. Ammunition may be available for purchase in the PTC Bookstore.

Note: Please review the BPOC and PTC Student Handbook to address questions.

KEEP THIS PAGE FOR YOUR RECORDS



Last Name: _____ First Name: _____ MI: _____

OFFICIAL WAIVER OF LIABILITY AND RELEASE OF ALL CLAIMS RELATED TO CLEET AND PIONEER TECH

Instructions: Please read this form carefully and completely. Then sign and date the form at the bottom.

I understand that a detailed description of the Physical Assessment for Safe Participation Test is available to me upon request and I am aware of what this test entails. I further declare and represent that I am now in good health, that I am familiar with and understand the nature of the Physical Assessment for Safe Participation Test; that I am physically and medically fit to participate in the test; and that my personal attire is safe and fit for participation in the test. I personally assume any and all risks of injury with respect to all matters pertaining to my participation in the test, including death, damage, or loss which I may sustain as a result of such participation.

I further understand that the Basic Peace Officer Academy involves dangers, hazards, and risks including driver training, live firearms training, simulated firearms training, physical agility, defensive tactics, and custody and control training, other activities that may involve risks of injury, loud noises, bright lights, and other potentially dangerous circumstances. I personally assume any and all risks of injury with respect to all matters pertaining to my participation in the Academy, including death, damage, or loss, which I may sustain as a result of such participation.

I hereby consent and agree to all of the following terms and conditions.

Acknowledgment of Risk as a participant in the Physical Assessment for Safe Participation Test and the Basic Peace Officer Academy, I recognize and acknowledge that there are certain risks of physical injury. I agree to assume the full risk of any injury, including death, damage or loss which I may sustain as a result of participating in any and all activities connected with or associated with the test or the Academy.

Waiver of Liability and Release of All Claims I do hereby for myself, heirs, executors and administrators, and other parties claiming under or through me, fully waive, relinquish, release, and forever quit-claim and discharge CLEET, Pioneer Tech, and all its officials, trainers, officers, agents, employees, servants, monitors, and examiners from any and all liability, claims, demands, actions, and causes of action whatsoever arising out of or related in any way to any loss, damage, or injury (including death) that may be sustained by me while participating in the Physical Assessment for Safe Participation Test and the Basic Peace Officer Academy, or while otherwise upon the premises where the test or training is being conducted, whether the loss, damage, injury, or death results from the negligence of CLEET, Pioneer Tech, or its officials, trainers, officers, agents, employees, servants, monitors, or examiners, or is otherwise caused.

Indemnity and Defense I do hereby agree, for myself, heirs, executors, and administrators, and other parties claiming under or through me, to indemnify and hold harmless and defend CLEET, Pioneer Tech, and its officials, trainers, officers, agents, employees, servants, monitors, and examiners from any and all claims, suits or demands, actions, or causes of action whatsoever arising out of or related in any way to loss, damage, or injury (including death) that may be sustained by me while participating in the Physical Assessment for Safe Participation Test or the Basic Peace Officer Academy, or upon the premises where the test or training is being conducted.

Other I understand that basic academy staff may remove me from the test or any phase of training if they believe I might endanger myself or be a danger to others.

I hereby certify and declare that I have read all of the foregoing terms, conditions, and declarations, and I fully understand and agree to them.

Signature

Date

Printed Name



Last Name: _____ First Name: _____ MI: _____

AUTHORITY TO RELEASE INFORMATION AND PARTICIPANT NOTIFICATION

I hereby authorize any individual or any agency, governmental, private, or otherwise, to release any information regarding my present and past employment; medical information regarding diagnosis and treatment of medical conditions which may affect my performance in the basic academy; any information relating to my criminal history; any education records, or any other information which is deemed confidential, to any authorized representative of the Council on Law Enforcement Education and Training. I further authorize the Council or its authorized representative to release to any law enforcement agency, or other governmental agency, any information contained in this application or my permanent training file, including, but not limited to, psychological reports, mental health reports, medical reports, academic records, promissory note information and disciplinary reports.

I acknowledge that some phases of training offered at the CLEET training facility in Ada or at **Pioneer Technology Center** that may be used from time to time by CLEET may be physically demanding and rigorous in nature. I understand that I need to be in reasonably good physical condition to successfully complete the required training.

1. All applicants must be full-time, salaried peace officers as prescribed by statutes, and must be enrolled and approved prior to attendance.
2. Falsification of any document, form, or instrument, cheating on any test, regardless of manner, violation of any federal or state law or local ordinance, or any CLEET policy may result in immediate dismissal.
3. Students shall be under direct control of CLEET personnel in all training, testing, lodging, meals, or other applicable areas, regardless of the hours. Disrespect to any training personnel, student, or citizen, and any action that may bring disrespect to the Council on Law Enforcement Education and Training, or to his or her individual agency will not be tolerated.
4. Additional rules for individual academy will be provided at the beginning of each academy. Any violation of the rules will result in a letter of explanation, outlining the violation and the disposition taken, being sent to the respective officer's department head.

I certify that I am not currently undergoing treatment for a mental illness, condition or disorder nor have I ever been involuntarily committed to an Oklahoma state mental institution. I understand that in compliance with Oklahoma statutes CLEET will make inquiry of the Oklahoma Department of Mental Health and Substance Abuse Services to determine any involuntary commitment to an Oklahoma state mental institution. I understand that CLEET is also required, by statute, to immediately inform my employing agency of any involuntary commitment.

I certify the statements made by me in this application (meaning all sections of the basic academy application collectively) are true and correct. I understand that any misrepresentation is sufficient cause for dismissal from the offered training and is a felony punishable by imprisonment in the Department of Corrections for a term of not less than two (2) years nor more than five (5) years, or by a fine not exceeding Two Thousand Dollars (\$2,000.00), or by both such fine and imprisonment. I certify that I have met the educational requirements and do not have a conviction for a felony, a crime of moral turpitude, or a crime of domestic violence, I have not had nor am I participating in a deferred sentence for a felony, a crime involving moral turpitude, or a domestic violence offense, and I have not had a final protective order entered against me.

I accept personal responsibility for any injury or illness that I might incur or experience during training and relieve CLEET & Pioneer Technology Center personnel of any financial or other liability.

I state under penalty of perjury under the laws of Oklahoma that the foregoing is true and correct.

Applicant Signature

Date and Place of Signature



Authorization to Voluntarily Release Confidential Information

To whom it may concern:

I hereby request and authorize the voluntary release of information to Pioneer Technology Centers, any and all information or records concerning me; my background and personal history; my employment, education, military service, or criminal history. The intent of this authorization is to give my consent for full and confidential, or privileged, and to include the contents of investigator files; evaluations or ratings; complaints or grievances filed against me.

A photocopy or fax copy of this release form will be valid as an original thereof, even though the said photocopy or fax copy does not contain an original writing of my signature.

I agree to indemnify and hold harmless any person to whom this request is presented and his/her agents and employees from and against all claims, damages, losses, and expenses, arising out of, or by, reason of complying with this request.

Failure to release the information requested by Pioneer Technology Centers may result in the discontinuance of the background investigation and the processing of my application.

For, and in, consideration of the Pioneer Technology Centers acceptance and processing of my application for training, I agree to hold the district, its agents and employees, harmless from any and all claims and liability associated with my application for training or in any way connected with the decision whether or not to admit me into the training program. I understand that should information of a serious criminal nature surface as a result to this investigation, such information may be turned over to the proper authorities.

This authorization is valid for one (1) year from the date of signature.

Applicants Full Name: _____

Current Address: _____ City: _____

State: _____ Zip: _____ DL#: _____

Date of Birth: _____ SS#: _____

Signature: _____ Date: _____

Basic Peace Officer Certification

Pioneer Technology Center 2101 N. Ash, Ponca City, OK 74601 580-718-4339

TuckerH@pioneertech.edu



Receipt of Rules Acknowledgment Form

I, _____, have received a copy of the Academy rules and regulations and agree to follow respect all CLEET and Pioneer Tech rules and guidelines throughout the entire Police Officer Training Academy, both on and off Pioneer Tech campus.

I agree to conduct myself responsibly, and treat others with respect.

I have read and understood the attendance policy for the Academy.

Print Name: _____

Signature: _____ Date: _____

Pioneer Technology Center (2101 N. Ash, Ponca City, OK 74601) does not discriminate on the basis of race, color, national origin, sex/gender, age, religion, disability, or veteran status. For Inquiries concerning the application of this policy contact either Karl Lynes,

KarlL@pioneertech.edu (580) 718-4281 or Pam Dickerson, PamD@pioneertech.edu (580) 718-4295, Compliance Officers/Title IX Coordinators, or Lori Evans, LoriE@pioneertech.edu (580) 718-4313, 504/ADA Coordinator.

Basic Peace Officer Certification

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Physical Fitness Test for Safe Participation

1. **Run:** A test monitor will give the candidate verbal instructions to “Ready, Set, GO” and the candidate will begin the run around the gym (approximately 332 total feet).
2. **Step and Slide to Left:** At the conclusion of the run, the candidate will remain facing the wall directly in front of him/her, and then step and slide sideways (shuffle) to their left into the obstacle course, and continue stepping and sliding sideways to their left for a distance of about 30 feet. Candidates should not cross their legs as they shuffle to the left to prevent tripping themselves, and they should shuffle all the way until they pass the cone about 30 feet away.
3. **Diagonal Shuffle to Rear and Right:** After stepping and sliding 30 feet to their left, and while still facing the wall directly in front of them, candidates will step and slide backwards (rear diagonal shuffle) to their right and behind them (at an approximately 35-degree angle) for approximately 32 feet. They will continue to face the same wall while doing this. Candidates should not cross their legs as they shuffle backwards and to the right to prevent tripping themselves, and they should shuffle all the way until they pass the cone about 32 feet away. Once their foot touches the line, they will turn around and face the opposite wall before performing the next component.
4. **Step and Slide to Right:** After completing the backwards diagonal shuffle, and after turning around so that the candidate is facing the wall opposite of the one they were facing in the previous two components, the candidate will step and slide sideways (shuffle) to their right for a distance of about 30 feet. Candidates should not cross their legs as they shuffle to the right to prevent tripping themselves, and they should shuffle all the way until they pass the cone about 30 feet away.
5. **Diagonal Shuffle to Rear and Left:** After stepping and sliding 30 feet to their right, and while still facing the wall directly in front of them, candidates will step and slide backwards (rear diagonal shuffle) to their left and behind them (at an approximately 35-degree angle) for approximately 32 feet. They will continue to face the wall while doing this. Candidates should not cross their legs as they shuffle backwards and to the left to prevent tripping themselves, and they should shuffle all the way until they pass the cone about 32 feet away. Once they pass the cone, they move on to the next component

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6. **Crawl on Stomach:** After the rear diagonal shuffle, candidates will get on their stomachs and crawl a distance of approximately 20 feet using their elbows and forearms only, and with their legs bent so that their feet are up in the air.

Candidates will crawl with their elbows and forearms, and without the use of their legs (simulating legs that are not functioning), until they are able to touch the floor with their hand just beyond the end of the floor mat. After crawling for about 20 feet and touching the floor at the end of the mat, candidates will get up safely and proceed to the next event. Candidates should take care to get up safely, orient themselves and then proceed to the next component.

7. **Bear Crawl:** Candidates will get down on their hands and feet only with their hands behind the line, and then crawl a distance of approximately 20 feet using their hands and feet only. Candidates must re-attempt this component while the time is running if their knees, elbows, or other parts of their body touch the floor during the component. Candidates must bear crawl the distance of 20 feet all the way until both of their feet are across the line. After bear crawling for about 20 feet, candidates will get up safely and proceed to the next event. Candidates should take care to get up safely, orient themselves and then proceed to the next component.

8. **Obstacle Dodge:** The candidate will maneuver, in a zig-zag manner, around obstacles (which are traffic cones positioned on the ground).

9. **Weight Drag (approximately 95 lbs.):** The candidate will drag a weight completely past a line 20 feet away. Timing of the test stops when the entire weight passes over the line.

(Continued on next page)



CRITERIA FOR PASSING THE OBSTACLE COURSE

***Candidates must successfully complete all components in
2 minutes and 22 seconds or less.***

- Test monitors should inform candidates if they have failed a component as the candidates are proceeding through the course to allow them to re-attempt the component while being timed. This way, one can avoid an instance in which a candidate did not realize they failed a component while taking the test, but still had time at the end of the test to reattempt the component.
- Upon completion of the test, candidates will be told their times and will be informed of their pass/fail status.

I have read, and understand, the required guidelines. I understand I must be able to physically pass the listed qualifications in order to be accepted into the Basic Peace Officer Training Academy.

Name (please print)

Signature

Date

Basic Peace Officer Certification

Pioneer Technology Center 2101 N. Ash, Ponca City, OK 74601
580-718-4339 TuckerH@pioneertech.edu



Acknowledgment of Responsibility for Firearms Re-qualification

I, _____, understand Pioneer Tech will provide access and use of a handgun for training and qualification purposes for firearm skills during its Police Officer Training Academy. I understand use of this firearm is only during the firearm skills portion of the training academy; and it is my responsibility to re-qualify with my official duty weapon upon assignment from my employer, pending receipt of my Basic Peace Officer Certification.

I understand it is my responsibility to notify CLEET of any and all firearms re-qualification and to update the serial number on my certification from the gun provided to me during my training at Pioneer Tech, to the serial number for my assigned duty weapon.

I understand and agree to re-qualification for my Automatic Rifle and Shotgun certification, as needed, and agree to update any and all relevant records with CLEET.

Print Name: _____

Signature: _____ Date: _____

Basic Peace Officer Certification



COUNCIL ON LAW ENFORCEMENT EDUCATION AND TRAINING CAREERTECH BASIC PEACE OFFICER CERTIFICATION TRAINING PROGRAM

ADVISEMENT STATEMENT

All students admitted to CLEET-accredited CareerTech basic peace officer certification (BPOC) training programs must meet the admission requirements of the technology center sponsoring the course and the minimum requirements for certification as a peace officer in Oklahoma. The one exception is that students may enroll prior to their 21st birthday pursuant to certain provisions. Students enrolling in BPOC courses must also seek advisement from a counselor or advisor (who may be the BPOC Director) and in so doing, complete Part 2 of this Advisement Statement.

PART 1 - ADVISEMENT STATEMENT

PROGRAM PURPOSE

The purpose of the CareerTech basic peace officer certification (BPOC) training program is to provide an alternative route to peace officer certification through approved technology centers. CareerTech (BPOC) courses of study are designed to include and cover all CLEET-mandated basic peace officer academy course objectives, although they may include additional materials.

STUDENT INFORMATION

- PLEASE BE AWARE that peace officer certification may be obtained, at no cost to a student but subject to a promissory note, by securing employment as a full-time peace officer, with any municipal, county, or state law enforcement agency, and then attending the basic peace officer academy directly through CLEET or through an approved municipality or agency.
- CareerTech BPOC training program students who are not commissioned by a law enforcement agency must request, at their own expense, a criminal history clearance from the Oklahoma State Bureau of Investigation, and a local records check from their county of residence either prior to being admitted to the program or prior to attending skills training courses, depending on which technology center program is selected. Returns on the criminal history and local records checks must be presented to the enrolling technology center. Returns that indicate prior convictions for felony offenses, or convictions for crimes of moral turpitude or domestic violence, will preclude enrollment. Students must also have an MMPI before participating in firearms training.
- CareerTech BPOC training program students who are commissioned by a law enforcement agency must have a notice of employment presented to CLEET and must successfully complete the academy application through CLEET prior to being approved for enrollment in the CareerTech BPOC training program.

- The certification/qualification examination, which is taken upon the completion of CareerTech BPOC training program, requires a score of 80% or higher.
- For students who are not commissioned by a law enforcement agency, CLEET peace officer certification will be withheld until the student is employed by a city, county, or state law enforcement department or agency; is commissioned by the employing department or agency as a peace officer; and has met all statutory requirements for certification.
- Successful completion of all phases of the CareerTech BPOC training program does not guarantee full-time employment as a peace officer. Students should be aware that employing agencies generally conduct in-depth, thorough background investigations on prospective employees.
- Students who take an absence from and later return to the CareerTech BPOC training program may be required to re-take classes previously completed or classes that have been added to the CLEET curriculum since the original enrollment.
- Students enrolling in CareerTech BPOC training program courses must be aware of the statutory requirements and restrictions found in 70 OS 3311 and in CLEET's administrative rules which may prohibit one from receiving peace officer certification in Oklahoma. You should make yourself familiar with such provisions. In general, peace officer candidates must meet the following qualifications (refer to the statutes for specifics, including certain exceptions):
 1. Undergo a background check, including FBI and OSBI fingerprint searches, which shows no convictions (including deferred sentences) for felonies, crimes involving moral turpitude, or crimes of domestic violence and no pending criminal charges in any court.
 2. Undergo a psychological evaluation showing the person is suitable to serve as a peace officer.
 3. Possess a valid high school diploma or GED equivalency certificate.
 4. Not currently be subject to treatment for a mental illness, condition, or disorder (meaning being afflicted with a substantial disorder of thought, mood, perception, psychological orientation or memory that significantly impairs judgment, behavior, capacity to recognize reality, or ability to meet the ordinary demands of life and such condition continues to exist).
 5. Be at least 21 years of age (students may enroll in the CareerTech BPOC training program and complete the qualification examination prior to their 21st birthday but may not be hired, commissioned, or certified as peace officers until they have attained the age of 21 and they must turn 21 close enough to their training program completion date in order to be hired, commissioned, and certified as a peace officer within two years after the training program completion date).
 6. Be a United States citizen or a resident alien with employment eligibility verification.

NOTE: GIVE PAGES 1 & 2 OF THIS FORM TO THE STUDENT.

PART 2- STATEMENT(S) OF UNDERSTANDING

I have been advised of the purpose of the CareerTech BPOC training program and received the student information about peace officer certification which constitutes Part 1 of this form.

STUDENT

Full Name: _____
Social Security Number: _____
Date of Birth: _____
Technology Center: _____
Student's Mailing Address: _____
Student's Telephone: () _____
Student's Email Address: _____

Student Signature _____

Date: _____

I have advised the above-named student about the purpose of the CareerTech BPOC training program and have provided him/her with the student information comprising Part 1 of this form.

Advisor Signature _____

Date: _____

(This page must be maintained by CareerTech BPOC training program technology centers for all students who enroll the program. A copy must be provided to CLEET prior to a student taking the certification/qualification examination.)