CORRECTIONS ACADEMY INFORMATION

Thank you for your inquiry into the Basic Recruit Corrections Training Program. The Corrections Academy is a disciplined, paramilitary program, designed to prepare the student to work in the field of Corrections, providing care, custody, and supervision for incarcerated individuals. As a Correctional Academy student, you come under the authority of the Florida Department of Law Enforcement, Division of Criminal Justice Standards and Training Commission, as well as Eastern Florida State College. The policies and procedures that govern the Corrections Academy are more stringent than those found in the college catalog and college student handbook because the requirements of this program are of a high standard of ethical and moral conduct, essential in the development of a professional Corrections Officer. Successful completion of the Academy enables the student to sit for the Florida Department of Law Enforcement State Officer Certification Examination.

Contact person: Michael Chaput, Public Safety Coordinator
Office: (321) 433-5635, e-mail: chaputmi@easternflorida.edu

Total Weeks of Training: 13 Weeks – 420 hours (Full-time Day Academy)
Days per Weeks: Monday through Thursday 7AM to 6 PM, and some Fridays
Class Start Date: TBD
Projected End Date: TBD; or determined by student’s progress
Entry Wage: 32,657.00- 36,000.00 (statewide average)

DESCRIPTION OF CORRECTIONAL OFFICER DUTIES:
Corrections Officers are responsible for overseeing individuals that have been arrested and are awaiting trial or who have been convicted of a crime and sentenced to serve time in a jail, a reformatory, or a prison. Officers maintain security and inmate accountability to prevent disturbances, assault and escapes. They maintain order within the institution and enforce rules and regulations.

DESCRIPTION OF ACADEMY TRAINING:
The Corrections Academy training is both physically and mentally demanding, as described below:

Academic: Training is conducted in air-conditioned classrooms. Breaks are provided throughout the day. Students are required to sit for at least sixty (60) minutes at a time.

Officer Wellness and Physical Abilities Training: Training is conducted in an air-conditioned gym or in an outside environment. Students will be required to fully participate in all Physical Fitness Training activities and assessments. Students will participate in conditioning exercises to enhance their performance in the following assessment areas: 1 ½ mile run, 300 meter sprint, vertical jump, sit-ups and push-ups. This is a 30 hour course.

Defensive Tactics: Training is conducted in air-conditioned mat rooms. Breaks are provided throughout the day. Stance and body movements, transporter holds (with wrist manipulations), pressure points, cuffing and uncuffing, handgun retention, ground fighting, weapon defense, repetitive punch/kicks and falls. Students are required to stand for prolonged periods of time. Training techniques are practiced for long periods of time. Warm-
up exercises and cardiovascular conditioning exercises are performed throughout the day. Experience the effects of chemical agent. This is an 80 hour course. You must be able to fully participate in this course per F.A.C. 1135B.

**Firearms**: Training is conducted in an outside environment in both day and nighttime hours. Weather conditions may be hot and humid. Breaks are provided throughout the day. Students will be trained to operate firearm (handgun/semi-automatic pistol/shotgun/carbine rifle) from the standing, kneeling, and prone positions during day and nighttime hours. Students are required to stand for prolonged periods of time. This is an 80 hour course.

**First Aid for CJ Officers**: Training is conducted in air-conditioned classrooms. Breaks are provided throughout the day. Training consists of patient assessment, airway care, cardiopulmonary resuscitation, shock and bleeding care, skull and chest care, patient vehicle extractions, and patient moving techniques. This is a 40 hour course.

**Graduation requirement**: Students must score a **minimum of 80%** on all written exams and demonstrate proficiency in practical examinations in Defensive Tactics, Firearms and First Aid for CJ Officers, in compliance with the Florida Department of Law Enforcement course guidelines, Florida Administrative Code 11B-35.

**CORRECTIONS ACADEMY ENTRANCE STEPS:**

**STEP #1: Are you eligible to become a Correctional Officer, per Florida Statute?**

**Pursuant to Florida Statute 943.13**, all applicants must meet the following eligibility qualifications for academy acceptance, and employment or appointment as a Correctional Officer in the State of Florida:

- Be at least 19 years of age
- Be a high school graduate or its “equivalent” (GED)
- Be a U.S. Citizen
- Possess a valid driver’s license
- Not have been convicted of any felony or of a misdemeanor involving perjury or a false statement, or have received a dishonorable discharge from any of the Armed Forces of the United States. Any person who, after July 1, 1981, pleads guilty or nolo contendere to or is found guilty of any felony or of a misdemeanor involving perjury or a false statement is not eligible for employment or appointment as an officer, notwithstanding suspension of sentence or withholding of adjudication. Notwithstanding this subsection, any person who has pled nolo contendere to a misdemeanor involving a false statement, prior to December 1, 1985, and has had such record sealed or expunged shall not be deemed ineligible for employment or appointment as an officer.
- Must be of good moral character
- Not have been convicted of any misdemeanor involving domestic violence.
- Pursuant to the Omnibus Consolidated Appropriations Act of 1997, which amends the Gun Control Act of 1968, any person convicted of a misdemeanor crime of domestic violence as defined by the Act, is prohibited from shipping, transporting, possessing, or receiving firearms or ammunition. This includes convictions where adjudication has been withheld, but not including those convictions that have been expunged or otherwise set aside or pardoned.

You will be required to submit official documentation (official court documents from the Clerk of Court, arrest reports, official statements, etc) and it is YOUR responsibility to be familiar with the disposition of any court appearance/case, and any details concerning any issues found in your fingerprinting report or in any other form of investigative resource that may be used by Brevard Community College OR your potential employer to determine your eligibility to become a Corrections Officer.
STEP #2: Take the Entrance Exam and Physical Abilities Test
Register to take and successfully pass the Correctional Officer Criminal Justice Basic Abilities Test (CJBAT) approved by the Florida Criminal Justice Standards and Training Commission. The Correctional Officer CJBAT is administered at Brevard Police Testing Center at the EFSC Melbourne Campus, Building 8. The cost of the Correctional Officer CJBAT is $75 (money orders only). Please visit their website at www.brevardpolice.org for the registration form and instructions to schedule an appointment. Or call Nydia Saunders at 321-433-5638 for more information on the exam. A study guide is also available on their website for a fee. **NOTE: The CJBAT is not a generic test for criminal justice academy programs.** You must specifically request to take the CJBAT for Correctional Officers. The Law Enforcement Officer CJBAT is unacceptable for this program.

The Physical Abilities Test (PAT) is administered at Brevard Police Testing Center at the EFSC Melbourne Campus, Building 8. This test is required in order to be eligible to attend the Corrections Academy at EFSC. The test is challenging, timed and has a required qualifying score. We are providing advance notice so that applicants have ample time to develop their physical fitness levels to successfully pass the test. Applicants having questions may call 321-433-5638 or email Police Testing at policeinfo@easternflorida.edu. Please visit the website at www.brevardpolice.org to learn more and view a video regarding the Physical Abilities Test requirements.

STEP #3: Gain Sponsorship to the Academy
At this point, you can contact a recruiter for sponsorship/employment during the Corrections Academy. Sponsorship means that a correctional agency may hire you prior to the academy, and provide you with paid training while you attend the academy, and they will pay for your tuition, lab fees, and most of the uniform items. EFSC is NOT an employing agency and EFSC does NOT recruit for the agencies. It is the **student’s responsibility** to contact the agency recruiters and research the agency’s website for employment processing and benefits information. You may contact the Brevard County agency recruiters at: Florida Dept. of Corrections (DOC) Central Florida Reception Center in Orlando, FL at (407) 623-1132 www.dc.state.fl.us, or Brevard County Sheriff’s Office (BCSO) in Sharpes, FL at 321-690-1505 www.brevardsheriff.com. If you are unable to obtain employment and sponsorship to the academy, you may self-sponsor yourself through your military benefits, or possibly Brevard Workforce. See the **FINANCIAL AID** section below.

STEP #4: Complete a Corrections Academy Biographic Application
These applications may be obtained from our website or Michael Chaput at the Public Safety Institute and should be sent back to: Eastern Florida State College, Public Safety Institute, ATTN: Michael Chaput, 3865 North Wickham Rd. Building 8, Room 201D, Melbourne FL 32935

STEP #5: Become a EFSC student by applying to EFSC through the Admissions Office
All students must complete the EFSC admissions process which includes a EFSC Application (new or Readmit), application fee ($30), Term Assessment Fee ($10), Parking Permit Fee ($40), high school transcripts sent to EFSC, New Student Orientation, and meeting Residency Requirements. Former students who have not attended EFSC, within the past 12 months, must complete a readmit application (no additional fee required). **Official transcripts must be provided from all high schools, colleges, or universities previously attended.** Have your transcripts sent directly to EFSC MELBOURNE Admissions PRIOR to the start of the Academy. It can take weeks for your former school to submit transcripts to EFSC. You cannot be registered for classes until your transcripts are received. Admissions will only accept official, sealed transcripts directly from your former school.
STEP #6: Accident/Liability Fee
Eastern Florida State College is not liable for any medical injuries sustained during training. All applicants will be assessed the $26.50 Accident/Liability Fee for this program. Should you become employed with a correctional agency providing sponsorship to the academy; your agency will provide you with medical coverage.

STEP #7: Obtain a medical clearance from a licensed physician
All students MUST pass a physical exam by a licensed physician as outlined on the CJSTC 75B form, which is found in the Corrections Biographic Application and submit this form with their Corrections Biographic Application (see #4 above). You cannot attend the academy without this medical clearance.

STEP 8: Fingerprinting Requirement for Self Sponsored Individuals ONLY
If you are SELF SPONSORED, which means that you are NOT employed/sponsored by the Department of Corrections or Brevard County Sheriff’s Office while attending the academy, you must be NCIC/FCIC fingerprinted to reveal your criminal history. These reports are only valid for 6 months. (A new report will be needed if your report has expired.) Call Nydia Saunders at Brevard Police Testing Center for an appointment at 433-5638. Brevard Police Testing Center will forward your fingerprint report to the Academy Coordinator for evaluation. You cannot be accepted into the academy without your NCIC/FCIC fingerprint report being evaluated. You will also be required to explain and provide official documentation showing the disposition of any cases found in your fingerprinting report and criminal history, and submit them with your Corrections Academy Biographic Application.

NOTE: Only the Director of the Public Safety Institute can approve the application of self-sponsored individuals. Self Sponsored individuals must fulfill ALL of the above Academy Entrance Steps at least two months prior to the start date of the academy. Self sponsor seating is limited. DO NOT purchase additional supplies for the academy program until you have been accepted by the Director AND you have established funding to pay for this program.

FINANCIAL AID:
You may contact an agency to sponsor you through the Academy (see #3 above) OR you may sponsor yourself through the academy:

- If you become employed by an agency (see #3 above), your agency will provide you with paid training (they will pay your tuition, lab fees, and other expenses).
- Contact our EFSC Veteran’s Affairs Advisor at 433-5532 if you are entitled to Veteran’s benefits
- This program DOES NOT qualify for Eastern Florida State College financial aid. It DOES NOT meet the criteria for funding through FAFSA. It is NOT eligible for a Pell grant.
- Sometimes funding or scholarships may be available at Career Source Brevard (Formally known as Brevard Job Link or Brevard Work Force). Contact Career Source Brevard for the eligibility requirements in their programs at (321) 504-7600 or go online to www.careersourcebrevard.com.
ESTIMATED COST OF TUITION AND LAB FEES ONLY:

NOTE - To qualify for Florida Resident tuition, proof of residency in Florida must be shown for at least one year, according to EFSC Residency guidelines. If a student is employed by a state agency in a job-related corrections position and student fees are paid for by that agency, the student would qualify for Florida Residency tuition rate.

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<th>Tuition Type</th>
<th>Cost</th>
<th>Description</th>
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<tr>
<td>FL Resident Tuition</td>
<td>$1,075.20</td>
<td>420 clock hours at current rate of $2.56 per clock hour</td>
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<td></td>
<td>$442.00</td>
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<td>Out of State Tuition</td>
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ADDITIONAL PROGRAM COSTS: (Approximately $487.00)

All applicants should wait until they have been accepted into the academy and have their funding established for this program before purchasing the following items:

- **Uniforms:** $282.00
  - **UNIFORMS MUST BE ORDERED AT LEAST 3 WEEKS PRIOR TO THE START OF THE ACADEMY**
  - **All applicants:** Shoes are **not** included in the uniform price. All students are required to have black military boots (must be able to hold a shine) and black athletic shoes suitable for running and vigorous physical training. Students must **also** purchase black shiny laced shoes.
  - **All applicants:** @282 includes the following items: 2 dress shirts, 2 uniform pants, 1 hat, 1 belt, 3 T-shirts (2 short, 1 long), 2 BDU pants, and 2 athletic shorts. Once accepted to the program, a uniform order form will be made available prior to the start of the academy.

- **Books:** $21.20
  - Books can only be purchased through the EFSC Melbourne Campus Bookstore

- **Supplies:** Varies
  - Prior to the start of the Academy, students will be provided with a supply list with specific guidelines for various school supplies (notebook, paper, note cards, etc)

- **Fingerprinting:** $65.00
  - **Special Admission requirement:** If you are SELF-SPONSORED, (NOT EMPLOYED by DOC or BCSO), you must be fingerprinted (FCIC/NCIC) to determine your criminal history. Fingerprint reports are valid for 6 months. Call Nydia Saunders at Brevard Police Testing Center for an appointment to be fingerprinted at 433-5640.

- **Graduation Fee:** $20.00
  - This fee is incurred by all students completing a degree or certificate program. TO BE PAID BY THE STUDENT 30 DAYS PRIOR TO GRADUATION DATE.

- **State Exam:** $150.00
  - Upon successful completion of the program, you will be eligible to take the FDLE State Officer Certification Exam. It is the student’s responsibility to register themselves to take this exam. This fee is subject to increase.

Thank you for allowing Eastern Florida State College to assist you in your career goals.

Eastern Florida State College is an equal opportunity/equal access institution

Criminal Justice Technology - Crime Scene Technology - Fire Science Technology - Paralegal Studies
Law Enforcement Academy - Corrections Academy - Fire Academy - Class D Security Guard - Advanced and Specialized Training Officer Recertification - Public Safety Telecommunications