



# Napa Valley College Criminal Justice Training Center

## PRESENTS

### ADULT CORRECTIONS OFFICER ACADEMY Intensive Format

**Purpose:** The Adult Corrections Officer Academy is a 6 week, 240 hour training program certified by the Standards in Training for Corrections (STC). This course is required to be hired as a full time Adult Local Corrections Officer, working within the local jail facilities throughout the state. This course is presented in a moderate discipline, moderate stress environment and includes:

- PC832 (40 hrs Laws of Arrest – Non firearms)
- Codes, Statutes & other Legal Documents,
- Booking/Receiving/Releasing,
- Supervision of Inmates,
- Managing Inmate Workers,
- Emergency Procedures and
- Physical Training / Lifetime Fitness

**Dates/Times:** January 29 through March 7, 2008  
June 2 through July 11, 2008 (Class meets 1 Saturday)  
October 13 through November 21, 2008  
Class Meets 7:30AM until 4:30PM – Monday through Friday

**Location:** Napa Valley College Criminal Justice Training Center

**Accreditation:** Graduates earn a total of 7 college units – 2 units for the PC832 course and 5 units for the 5 week core course. Students will receive STC certification (832PC and 5 wk core course) upon successful completion of the course.

**Costs:** \$390.00 includes the 1 week 832PC Arrest Course and 5 week Adult Corrections Core Course (\$100.00 or 832PC, \$290.00 for Corrections Core Course). Fees include registration, supplies and all NVCCJTC required Physical Training uniforms. The Academy provides students with the use of all necessary safety equipment and a utility belt. All fees must be paid prior to course start date. *The entire amount is non-refundable after the first day of class.* Some financial aid is available for this course – contact 707 253 3020 for details. Students who park daily (\$1) at the college must acquire a parking permit in addition to the course fee. This permit can be acquired on-line @ [www.napavalley.edu](http://www.napavalley.edu) (Click on "Purchase Parking Permit Online")

**Information & Registration:** Current information is posted at the Corrections section of the training center's web site <http://www.nvccjtc.org/nvccorrections.html> . Students must register in person at the Criminal Justice Training Center. Students who are not currently enrolled at Napa Valley College or who have not taken classes at the college in the last three years must complete an on-line application at <http://napavalley.edu> (Click on "Apply to NVC Online") before registering.

*\*Fees subject to change based on rates established by the State of California*

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Napa Valley College Criminal Justice Training Center  
2277 Napa-Vallejo Highway  
Napa, California 94558

## ACADEMY UNIFORM STANDARDS

All cadets participating in the Adult Corrections Core Course are required to attend training daily in a presentable uniform. Uniforms must always be clean and pressed. Class inspections may occur at any time.

### Sponsored cadets

Cadets currently working for a corrections facility are required to attend the course in their agency's Class B uniform, except when Physical Training gear is necessary.

### Non Sponsored Cadets

Non sponsored cadets are required to wear a uniform daily, except when Physical Training gear is necessary. Purchase what you believe will be a sufficient number of each item. The total course fee includes two academy patches. Additional patches are \$5.00 each and can be purchased from the training center. To meet the NVCCJTC specifications, uniform items with an asterisk (\*) must be purchased at Quinn's Uniforms at 814 Alamo Dr. in Vacaville 707.453.1370 <http://www.quinnsuniforms.com/>

#### Required Uniform Items:

- 1 Tan short-sleeve uniform shirt\*
- 1 Black uniform pant\*
- 1 Black basket weave uniform pants belt\*
- 1 Brass uniform name tag\*
- 1 Pair of uniform boots (must be capable of a spit shine)\*

Black socks

White crew-neck t-shirts

## GENERAL INFORMATION

The Adult Corrections Core Course is presented in a para-military, high-discipline, moderate-stress environment. STC regulations require students attend and participate fully in every hour of instruction (no hours can be missed for any reason). Students are expected to arrive on time for every class and in the proper uniform. The overall goals of the course include:

- Develop self-discipline, attention to detail, time management, organizational skills, team work, critical thinking skills, ethical decision making, and problem solving skills.
- Preparation for work in a local correctional facility.
- Officer safety and tactical awareness.
- Understanding of the work ethic expected in a correctional facility.
- Communication skills.