



Napa Valley College Criminal Justice Training Center

PRESENTS

ADULT CORRECTIONS OFFICER ACADEMY

- PURPOSE:** The Adult Corrections Officer Academy is a 6 week, 240 hour training program certified by Standards in Training for Corrections (STC). This course is required to be taken within one year of being hired as a full time Adult Local Corrections Officer, working within 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 7- February 15, 2019 7:30 AM to 4:30 PM
September 16- October 25, 2019 7:30 AM to 4:30 PM
- LOCATION:** Napa Valley College Criminal Justice Training Center- Room 1006
- CERTIFICATIONS:** Graduates earn 6.5 college units – 1.5 units for the PC832 course and 5 units for the 5 week core course. Students receive STC certification (832PC and 5 week core course) upon successful completion of the course.
- COST:** \$700.00 includes the 1 week 832PC Arrest Course and 5 week Adult Corrections Core Course. Fees include registration, supplies and all CJTC 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) 256- 7300 for details.
- PARKING:** A parking permit is not required for exempt vehicles. A daily \$2.00 parking permit is required for all other vehicles. Permits can be purchased from parking machines located in the parking lots. Students may not park in any area painted orange or marked as STAFF parking. This includes marked and un-marked police vehicles.
- REGISTRATION:** To enroll in this course, go to www.nvccjtc.org. Click on “Request An Invoice.” An invoice and registration form will be emailed within 72 hours. Students may also register in person. **Seats are reserved if space is available when payment and paperwork is received.** Contact the main office at (707) 256-7700 with questions.

Napa Valley College Criminal Justice Training Center
2277 Napa-Vallejo Highway
Napa, California 94558
www.nvccjtc.org

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 and a long-sleeved shirt and tie for formal inspections and graduation, 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 four 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 150 Parker Street, Suite B & C in Vacaville. (707) 453-1370

Required Uniform Items:

- 1 Tan short-sleeve uniform shirt*
- 1 Tan long-sleeve uniform shirt*
- 1 Black dress tie*
- 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

Black, blue or gray compression shorts

GENERAL INFORMATION

The Adult Corrections Core Course is presented in a para- military, moderate 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.

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