

2017 BLET Admission Requirements

In order to enroll in the Basic Law Enforcement Training Academy at Bladen Community College, each applicant must comply with the following requirements:

ENROLLMENT: All candidates must be enrolled the first day of course delivery. All application requirements must be met prior to this date and all documentation required must be in the candidates file.

Registration for the BLET will on Thursday evening, September 21st at 6 p.m. This is a mandatory session. Students will officially register for class, pay all fees and purchase their uniforms and books during this time period.

Classes will begin on Monday evening, September 25th at 6 p.m. Classes are scheduled from either 5:30 p.m. or 6:00 to 10:00 p.m. (5:30 start times will be on days when Physical Conditioning is conducted, typically three nights a week.)

Classes will be held Monday thru Friday and every other Saturday. Saturday classes are typically 8:00 a.m. to 5:00 p.m. There will also be at least two other times during the training cycle when students will be required to attend class during the weekdays. These two times will be for Firearms training and Driver training due to scheduling requirements for range times. **The academy will run from September 21st thru March 31st, 2018.**

CITIZENSHIP: All candidates must be a citizen of the United States, and at least 20 years of age at the time of course registration. All candidates must provide a copy of their birth certificate or naturalization papers. Failure to provide this proof of citizenship will prevent enrollment in the Academy.

CERTIFICATION: No candidate will be admitted to the Academy that does not meet minimum standards for employment as established by the N.C. Criminal Justice Education and Training Standards Commission and/or the N.C. Sheriff's Education and Training Standards Commission.

SPONSORSHIP: Each candidate must be sponsored or employed by a public law enforcement agency prior to enrollment and maintain that sponsorship/employment throughout the course. Each candidate must provide to the BLET School Director a Letter of Intent to sponsor the attendant from the sponsoring agency, stating that a criminal background on the attendant has been conducted, no disqualifying offenses were discovered and that the attendant is of sufficient moral character to attend the Basic Law Enforcement Training Academy.

HONESTY: Each candidate must provide true and accurate information concerning his or her background. Any information provided by the candidate that is determined to be false or inaccurate will be grounds to deny entry into the BLET program or to be dismissed from the program if already enrolled.

ATTENDANCE: It will be the responsibility of the student to be on time and attend each block of instruction. In order to comply with the standards set down by the Training and Standards Commission, if a student misses more than 5% of the total class hours for whatever reason, the student is dropped for the program. All missed class time must be made up by the Cadet before the end of course and before the Cadet can take the state examination. Certain practical exercises as well as Firearms and Driver training cannot be made up at a later date as it is impractical to set up the required equipment and facilities.

TABE TEST: All candidates must be at least a high school graduate or have completed a GED program. All students will also have to take a readability level test in accordance with Training and Standards guidelines. For students attending BCC's BLET Academy this test will be the "TABE" test administered by Student Services Personnel prior to admission in the program. The candidate must attain a minimum score equivalent to a tenth grade reading level.

Students will only be allowed to take the reading test twice. **The TABE Reading test will be administered on Tuesday night, September 5th at 6 P.M. in Building Four (BLET Building).** All interested applicants must attend this Course Orientation Session and bring with them all completed forms/paperwork.

There are numerous practice TABE test web sites on the internet. Applicants are highly encouraged to take several practice tests before showing up at BCC on the 5th. Face-to-Face tutor assistance is also available at BCC's Writing Center (information on The Writing Center is included in the application packet).

Candidates must provide a copy of a high school diploma, high school transcript and transcripts from any college attended.

MANDATED TEXTS IN BLET (July 2017 edition)

NOTE: Every student must have a copy of these texts during BLET. More current editions may be used when they become available from the publisher.

The following required texts may be purchased individually or as the "Basic Law Enforcement Training Manuals Set" from the North Carolina Justice Academy bookstore, Bladen Community College bookstore, or may be purchased from the respective publishers:

Basic Law Enforcement Training Manual, Salemburg, NC: The North Carolina Justice Academy, July 2017 edition.

Farb, Robert, *Arrest, Search and Investigation in North Carolina* 5th ed. and *2016 Supplement*; Chapel Hill, NC: School of Government, The University of North Carolina at Chapel Hill. ISBN: 1-56011-410-X.

Smith, Jessica, *North Carolina Crimes* 7th ed. Chapel Hill, NC: School of Government, The University of North Carolina at Chapel Hill, 2012. ISBN 978-1-56011-568-7 and Smith, Jessica, *2015 Cumulative Supplement to North Carolina Crimes 7th ed.* Chapel Hill, NC: School of Government, The University of North Carolina at Chapel Hill. ISBN: 978-1-56011-636-3.

Motor Vehicle Laws of North Carolina Annotated. Charlottesville, VA: The LexisNexis Group, ISBN 978-1-4224-6067-2.

North Carolina Criminal Law and Procedure. Charlottesville, VA: The LexisNexis Group, ISBN 978-1-4224-6068-9.

2016 Emergency Response Guidebook. Neenah, WI: J.J. Keller & Assoc., Inc., 2012. ISBN 978-1-60287-178-6.

Note: The following text, though not required, is available individually from the North Carolina Justice Academy bookstore and may be substituted for *North Carolina Criminal Law and Procedure* and *Motor Vehicle Laws of North Carolina Annotated*:

North Carolina Criminal and Traffic Law Manual. Charlottesville, VA: The LexisNexis Group, ISBN 978-1-4224-6070-2.

These required books may be purchased from the North Carolina Justice Academy Bookstore or ordered from the Bladen Community College Bookstore at an approximate cost of **\$643.83**. All books purchased/ordered from the College Bookstore must be paid for in full at the time of ordering. Students should also allow five business days for shipping. Students are not allowed to share books.

FEES: All fees must be paid registration night. Individual fees are as follows:

Accident Insurance - \$1.25
Student Activity Fee - \$25.00
Technology Fee - \$12.00
Parking Permit - \$8.00
BLET Supply Fee - \$25.00

Total: **\$71.25** (These amounts are subject to change before the start of the BLET)

FINANCIAL AID: The BLET Program at Bladen Community College is eligible for PELL Grants, VA Benefits and the James B. Collins BLET Scholarship. Information on PELL Grants and the James B. Collins BLET Scholarship can be found in the application packet. Veterans that may be eligible for VA benefits should contact Tommy Rains in Building 8, Room 4 or at (910) 863-6002 or trains@bladencc.edu.

UNIFORMS: Students will be required to wear to class each night, khaki military/law enforcement style pants, a BCC BLET golf shirt, a black web belt, black BLET ball cap, and black military-style boots. During physical fitness training and defensive tactics training, students will be required to wear either BCC BLET running shorts and BCC BLET T-shirts or BCC BLET sweat suits. Students will also be required to have appropriate athletic shoes for physical fitness training.

The khaki pants, web belt and black military-style boots can be purchased from various law enforcement or military supply stores in the surrounding area/counties or from the Bladen Community College Bookstore. The other articles of clothing must be purchased from the Bladen Community College Bookstore. The following is the approximate cost for each individual item;

Khaki 511 pants - \$40.00 plus tax
Black web belt - \$16.00 plus tax
Black boots - \$85.00 plus tax
BCC BLET gray polo shirt - \$21.00 plus tax
BCC BLET gray running shorts - \$13.00 plus tax
BCC BLET gray T shirt - \$10.00 plus tax
BCC BLET gray sweat shirt - \$21.00 plus tax
BCC BLET gray sweat pants - \$21.00 plus tax
BCC BLET black ball cap - \$15.00 plus tax

CRIMINAL RECORD CHECK: Each applicant must have a certified criminal record check completed from all counties that they have lived in since age 18 (including military deployment). This information can be obtained from the Clerk of Court's Office in each separate county.

NOTIFICATION OF CRIMINAL RECORD: All attendants must notify the School Director of all criminal offenses which the attendant is charged with, pleads no contest to, pleads guilty or is found guilty of. The notification required must be in writing and must specify the nature of the offense, the court in which the case was handled and the date of the conviction. This requirement shall be applicable at all times during the time the attendant is registered in the Basic Law Enforcement Training Academy.

Anyone seeking admission to Basic Law Enforcement Training at Bladen Community College must meet the same requirements as to be certified by the North Carolina Department of Justice, Criminal Justice and Sheriff's Standards Divisions. These requirements are set forth in Title 12, Chapter 9, North Carolina Administrative Code and are further described in rules 12NCAAC09B.0101 and 12NCAAC09B.0108. The portion of these rules 12NCAC09B.0203 that apply to initial certification are stated as follows:

12 NCAC 09B .0203 ADMISSION OF TRAINEES

- (a) The school director shall not admit any individual as a trainee in a presentation of the Basic Law Enforcement Training Course who is not a citizen of the United States.
- (b) The school shall not admit any individual younger than 20 years of age as a trainee in any non-academic basic criminal justice training course. Individuals under 20 years of age may be granted authorization for early enrollment as trainees in a presentation of the Basic Law Enforcement Training Course with prior written approval from the Director of the Standards Division. The Director shall approve early enrollment as long as the individual turns 20 years of age prior to the date of the State Comprehensive Examination for the course.
- (c) The school shall give priority admission in certified criminal justice training courses to individuals holding full-time employment with criminal justice agencies.
- (d) The school shall not admit any individual as a trainee in a presentation of the "Criminal Justice Instructor Training Course" who does not meet the education and experience requirements for instructor certification under Rule .0302(1) of this Subchapter within 60 days of successful completion of the Instructor Training State Comprehensive Examination.
- (e) The school shall administer the reading component of a standardized test which reports a grade level for each trainee participating in the Basic Law Enforcement Training Course. The specific type of test instrument shall be determined by the School Director and shall be administered no later than by the end of the first two weeks of a presentation of the Basic Law Enforcement Training Course.
- (f) The school shall not admit any individual as a trainee in a presentation of the Basic Law Enforcement Training Course unless as a prerequisite the individual has provided to the School Director a medical examination report, properly completed by a physician licensed to practice medicine in North Carolina, a physician's assistant, or a nurse practitioner, to determine the individual's fitness to perform the essential job functions of a criminal justice officer. The Director of the Standards Division may grant an exception to this standard for a period of time not to exceed the commencement of the physical fitness topical area when failure to timely receive the medical examination report is not due to neglect on the part of the trainee.
- (g) The school shall not admit any individual as a trainee in a presentation of the Basic Law Enforcement Training Course unless as a prerequisite the individual is a high school graduate or has passed the General Educational Development Test indicating high school equivalency. High school diplomas earned through correspondence enrollment are not recognized toward the educational requirements.
- (h) The school shall not admit any individual trainee in a presentation of the Basic Law Enforcement Training Course unless as a prerequisite the individual has provided the certified School Director a certified criminal record check for local and state records for the time period since the trainee has become an adult and from all locations where the trainee has resided since becoming an adult. An Administrative Office of the Courts criminal record check or a comparable out-of-state criminal record check will satisfy this requirement.
- (i) The school shall not admit any individual as a trainee in a presentation of the Basic Law Enforcement Training Course who has been convicted of the following:
 - (1) a felony; or
 - (2) a crime for which the punishment could have been imprisonment for more than two years; or
 - (3) a crime or unlawful act defined as a "Class B Misdemeanor" within the five year period prior to the date of application for employment unless the individual intends to seek certification through the North Carolina Sheriffs' Education and Training Standards Commission; or
 - (4) four or more crimes or unlawful acts as defined as "Class B Misdemeanors" regardless of the date of conviction; or
 - (5) four or more crimes or unlawful acts defined as "Class A Misdemeanors" except the trainee may be enrolled if the last conviction occurred more than two years prior to the date of enrollment; or
 - (6) a combination of four or more "Class A Misdemeanors" or "Class B Misdemeanors" regardless of the date of conviction unless the individual intends to seek certification through the North Carolina Criminal Justice Education and Training Standards Commission.
- (j) Individuals charged with crimes as specified in Paragraph (i) of this Rule, and such offenses were dismissed or the person was found not guilty, may be admitted into the Basic Law Enforcement Training Course but completion of the Basic Law Enforcement Training Course will not ensure that certification as a law enforcement officer or justice officer through the North Carolina Criminal Justice Education and Training Standards Commission will be issued. Every individual who is admitted as a trainee in a presentation of the Basic Law Enforcement Training Course shall notify the School Director of all criminal offenses which the trainee is arrested for or charged with,

pleads no contest to, pleads guilty to or is found guilty of, and notify the School Director of all Domestic Violence Orders (G.S. 50B) which are issued by a judicial official that provide an opportunity for both parties to be present. This shall include all criminal offenses except minor traffic offenses and shall specifically include any offense of Driving Under the Influence (DUI) or Driving While Impaired (DWI). A minor traffic offense is defined, for the purposes of this Paragraph, as an offense where the maximum punishment allowable by law is 60 days or less. Other offenses under G.S. 20 (Motor Vehicles) or other similar laws of other jurisdictions which shall be reported to the School Director expressly include G.S. 20-139 (persons under influence of drugs), G.S. 20-28 (driving while license permanently revoked or permanently suspended), G.S. 20-30(5) (fictitious name or address in application for license or learner's permit), G.S. 20-37.8 (fraudulent use of a fictitious name for a special identification card), G.S. 20-102.1 (false report of theft or conversion of a motor vehicle), G.S. 20-111(5) (fictitious name or address in application for registration), G.S. 20-130.1 (unlawful use of red or blue lights), G.S. 20-137.2 (operation of vehicles resembling law enforcement vehicles), G.S. 20-141.3 (unlawful racing on streets and highways), G.S. 20-141.5 (speeding to elude arrest), and G.S. 20-166 (duty to stop in event of accident). The notifications required under this Paragraph must be in writing, must specify the nature of the offense, the court in which the case was handled, the date of the arrest or criminal charge, the date of issuance of the Domestic Violence Order (G.S. 50B), the final disposition, and the date thereof. The notifications required under this Paragraph must be received by the School Director within 30 days of the date the case was disposed of in court. The requirements of this Paragraph shall be applicable at all times during which the trainee is enrolled in a Basic Law Enforcement Training Course. The requirements of this Paragraph are in addition to the notifications required under 12 NCAC 10B .0301 and 12 NCAC 09B .0101(8).

*History Note: Authority G.S. 17C-6; 17C-10;
Eff. January 1, 1981;
Amended Eff. December 1, 2004; July 1, 2004; August 1, 2002; August 1, 2000; January 1, 1995;
March 1, 1992; July 1, 1989; January 1, 1985.*

DRIVING RECORD: Each applicant must provide the School Director with a **Certified Copy** of their Driving Record. This information can be obtained from the NC Division of Motor Vehicles and can be accessed online at:

<https://edmv-dr.dot.state.nc.us/DrivingRecords/DrivingRecords>

DRIVER'S LICENSE: All applicants must have a valid driver's license at the beginning of the course.

MEDICAL EXAMINATION: All applicants must have a completed medical examination prior to course enrollment. Such examinations must be completed on a North Carolina Department of Justice Criminal Justice Standards Division Forms F-1 and F-2 which is included in this packet. In addition there is a School Clearance Form your physician must sign concerning your exposure to CS and CN tear gas as well as Mace and OC Pepper spray.

The physical must be completed within 90 days prior to the start of the academy. As part of the physical, all students must have their cholesterol taken and recorded on the physical form.

Effective July 1, 1990, applicants applying for Criminal Justice Officer positions will be required to take a drug test as a condition of employment during the application process but not more than sixty days prior to the date of employment as a criminal justice officer.

Because of this requirement, as part of the medical examination, trainees must submit to a drug screening through urinalysis test. Documentation that drug screening has been done should be submitted with the BLET packet. This documentation should list which drugs the applicant was tested for and the results.

NOTE: The drug test is a separate required test. This is not the block Urinalysis: Normal ___ Abnormal ___ found on the F2 Medical Examination Report.

During this course, if the School Director should have reasonable suspicion to believe that a BLET trainee is using illegal drugs, the School Director can require the trainee to submit to a drug screening urinalysis test, at their cost. If the individual in question refuses to submit to the test, they will be immediately terminated from the academy.

PHYSICAL FITNESS: No trainee will be enrolled if they cannot participate and successfully complete both physical activity and officer survival skills training. It is your responsibility to notify the BLET School Director of any special medical problems that may exclude you from course participation in all subject matters.

Trainees should acquire running shoes they can afford. Students will be performing various running and calisthenics exercises during physical training sessions, which will prepare the trainee to complete the mandatory state POPAT (Police Officers Physical Assessment Test) exam. This is a demanding physical fitness assessment and trainees must understand that participation in this portion of the Academy is mandatory. Prospective trainees are **strongly encouraged** to start walking/jogging and doing pushup and sit-ups prior to starting the academy physical fitness regimen.

COMPLETED BLET PACKETS: Completed BLET packets must be turned into the School Director no later than the first night of class. Candidates should not wait till the last minute to obtain all the documentation required. It is **strongly recommended** that candidates have all necessary forms, medical tests and required documentation completed by September 5th.

The F-3 Personal History Statement must be notarized. Students should make copies of all completed forms for their personal record prior to turning them in. Candidates who do not have completed packets will not be allowed to enroll in the BLET.