GVSU
Police Academy
~ Dedication, Determination, Desire, and Pride ~

2016
Basic Police Academy
Informational Meeting Notes

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Director, Criminal Justice Training
GVSU Website Links

www.gvsu.edu/cj/

www.gvsu.edu/cj/policeacademy
MCOLES Website Links

www.michigan.gov/mcoles

Standards & Training Tab

• Employment Standards
• Testing
<table>
<thead>
<tr>
<th>Category</th>
<th>Standard</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Age</td>
<td>Not less than 18 years.</td>
<td>No maximum age</td>
</tr>
<tr>
<td>Citizenship</td>
<td>United States Citizenship.</td>
<td></td>
</tr>
<tr>
<td>Education</td>
<td>High school diploma or GED.</td>
<td>A college degree from an accredited institution is evidence of complying with this standard.</td>
</tr>
<tr>
<td>Felony Convictions</td>
<td>No prior felony convictions.</td>
<td>Includes expunged convictions.</td>
</tr>
<tr>
<td>Good Moral Character</td>
<td>Possess good moral character as determined by a favorable comprehensive background investigation covering school and employment records, home environment, and personal traits and integrity.</td>
<td>Includes arrest and expunged convictions, all previous law violations and personal protection orders.</td>
</tr>
<tr>
<td>Driver's License</td>
<td>Possess a valid operator's/chauffer's license.</td>
<td>May not be in a state of suspension or revocation.</td>
</tr>
<tr>
<td>Disorders, Disease or Defects</td>
<td>Be free from any physical defects, chronic diseases, or mental and emotional instabilities which may impair the performance of a law enforcement officer or which might endanger the lives of others or the law enforcement officer.</td>
<td>This includes, but is not limited to, diseases such as diabetes, seizures and narcolepsy. Each case shall be investigated to determine its extent and effect on job performance. The evaluation should include the expert opinion of a licensed physician specializing in occupational medicine. See below for mental and emotional instability standard.</td>
</tr>
<tr>
<td>Hearing</td>
<td>Initial unaided testing involves pure tone air conduction thresholds for each ear, as shown on the pure tone audiogram, shall not exceed a hearing level of 25 decibels at any of the following frequencies: 500, 1000, 2000, 3000, and 4000 Hz.</td>
<td>Initial testing may be performed by a certified hearing conservationist, a licensed hearing aid specialist or a licensed audiologist. See Note for individuals requiring additional unaided or aided testing requirements by a licensed audiologist.</td>
</tr>
<tr>
<td>Mental / Emotional Disorders</td>
<td>Be free from mental or emotional instabilities which may impair the performance of the essential job functions of a law enforcement officer. Mental and emotional stability may be assessed by a licensed physician, or a licensed psychologist or psychiatrist. MCOLES may require the professional opinion of a licensed mental health professional.</td>
<td>Mental and emotional stability may be assessed by a licensed physician, or a licensed psychologist or psychiatrist. MCOLES may require the professional opinion of a licensed mental health professional.</td>
</tr>
<tr>
<td>Vision, Color</td>
<td>Possess normal color vision without the assistance of color enhancing lenses.</td>
<td>The unaided eye shall be tested using pseudoisochromatic plates. The Farnsworth Dichotomous D-15 panels shall be used for any candidate who fails the pseudoisochromatic plates.</td>
</tr>
<tr>
<td>Vision, Corrected</td>
<td>Possess 20/20 corrected vision in each eye.</td>
<td>No uncorrected standard.</td>
</tr>
<tr>
<td>Vision, Normal Functions</td>
<td>Possess normal visual functions in each eye.</td>
<td>Includes peripheral vision, depth perception, etc.</td>
</tr>
<tr>
<td>Reading and Writing</td>
<td>Pass the MCOLES reading and writing examination or an approved agency equivalent examination.</td>
<td>Does not apply to Recognition of Prior Training &amp; Experience Program Students</td>
</tr>
<tr>
<td>Physical Fitness</td>
<td>Pass the MCOLES physical fitness pre-enrollment examination. This does not apply to Recognition of Prior Training &amp; Experience Program students.</td>
<td>Pre-enrollment testing is required for admittance to an approved training program, however this standard is fulfilled only upon successful completion of physical fitness training.</td>
</tr>
<tr>
<td>Police Training</td>
<td>Successfully complete the MCOLES mandatory basic training curriculum.</td>
<td>This may be done by completing successfully, an approved college pre-service program or a basic training academy. Candidates seeking reciprocity from other states may apply for the Recognition of Prior Training and Experience Program.</td>
</tr>
<tr>
<td>Licensing Examination</td>
<td>Pass the MCOLES licensing examination upon the completion of basic training.</td>
<td>For reciprocity candidates, successfully complete the Recognition of Prior Training and Experience Program and licensing examination.</td>
</tr>
<tr>
<td>Fingerprinting</td>
<td>Fingerprint the applicant with a search of state or federal fingerprint files to disclose criminal record.</td>
<td>Includes expunged convictions.</td>
</tr>
<tr>
<td>Oral Interview</td>
<td>Conduct an oral interview to determine the applicant's acceptability for a law enforcement officer position and to assess appearance, background and the ability to communicate.</td>
<td></td>
</tr>
<tr>
<td>Drug Testing</td>
<td>Cause the applicant to be tested</td>
<td>Must use a Commission certified drug testing laboratory.</td>
</tr>
</tbody>
</table>
Good Moral Character

Possess good moral character as determined by a favorable **COMPREHENSIVE BACKGROUND INVESTIGATION** covering school and employment records, home environment, and personal traits and integrity.

**Includes arrest and expunged convictions, all previous law violations and personal protection orders.**
Testing

Reading and Writing Test
• GVSU is test site
• Fall test dates will be posted soon
• Register through PBS Website

Physical Fitness
• GVSU is NOT test site
• Contact test site directly (GRCC is closest site)
• Take required items with you on test day
• Know the minimum required standards
Reading & Writing Test

• Cost is $68.00 *(subject to change)*
Physical Fitness Test

- Cost is $45.00 *(subject to change)*
- Must be completed within 180 days of start of Academy *(do not take prior to 2nd week of November)*
Physical Fitness Test Standards

To view information regarding the physical fitness pre-enrollment test, including advice for preparing for the test, use the links below:

- MCOLES Physical Fitness Pre-Enrollment Test
- MCOLES Pre-Enrollment Physical Fitness Test Performance Standards
- Preparing for the Test
- Event #1 - Vertical Jump
- Event #2 - Sit-Ups
- Event #3 - Push-Ups
- Event #4 - 1/2 Mile Shuttle Run

MALES

<table>
<thead>
<tr>
<th>Age</th>
<th>Vertical Jump</th>
<th>Sit-Ups</th>
<th>Push-Ups</th>
<th>Shuttle Run</th>
</tr>
</thead>
<tbody>
<tr>
<td>18-29</td>
<td>17.5</td>
<td>32</td>
<td>30</td>
<td>4:29.6</td>
</tr>
<tr>
<td>30-39</td>
<td>16.0</td>
<td>30</td>
<td>30</td>
<td>4:38.2</td>
</tr>
<tr>
<td>40+</td>
<td>15.0</td>
<td>30</td>
<td>28</td>
<td>4:54.7</td>
</tr>
</tbody>
</table>

FEMALES

<table>
<thead>
<tr>
<th>Age</th>
<th>Vertical Jump</th>
<th>Sit-Ups</th>
<th>Push-Ups</th>
<th>Shuttle Run</th>
</tr>
</thead>
<tbody>
<tr>
<td>18-29</td>
<td>11.0</td>
<td>28</td>
<td>7</td>
<td>5:35.4</td>
</tr>
<tr>
<td>30-39</td>
<td>9.0</td>
<td>19</td>
<td>7</td>
<td>5:59.1</td>
</tr>
<tr>
<td>40+</td>
<td>8.0</td>
<td>18</td>
<td>7</td>
<td>6:13.3</td>
</tr>
</tbody>
</table>
Cost

Tuition (15 credit hours) = approximately $5,824.00*
  • Based on University catalog in effect at the time of enrollment
  • There may be additional fees (registration, etc.)

Student Fee = approximately $1,700*
  • This fee is non-refundable
  • Due at the Orientation Meeting in March
  • Fee is used to purchase items not covered by tuition (weapons, ammunition, first aid supplies, and other training supplies)

*Note: Eligible for VA Educational benefits (contact the VA Benefits Coordinator in the Registrar's Office)
Cost (continued)

Uniforms = approximately $300*
  • Actual cost depends on the number of uniforms that each recruit purchases
  • Uniform requirements will be discussed at the Orientation Meeting and are purchased at Nye Uniform

Additional Costs
  • Room and Board*
    • Recruits may stay on campus but are not required to
    • Housing Office: (616) 331-2010 / http://www.gvsu.edu/housing/

*Note: May be eligible for VA Educational benefits (contact the VA Benefits Coordinator in the Registrar's Office)
Application Process

Police Academy Informational Meetings
(September)

Application Packets Available
(October 15 – January 15)

*NOTE: Incomplete applications will not be reviewed.

Applications Due
(January 15)

Oral Board Interviews & Director Interviews
(February)

Background Investigations
(February & March)

Application Review
(January – February)

Orientation Meeting
(March)

Academy Session
(May – August)
Application Process

• Applications available October 15, 2015
• Applications **due** on **January 15, 2016**
  
  *(Late applications will not be accepted)*

• Suggestion - **print two copies** – one working and one final

• **Read** all instructions first - **ask** if you do not understand

• Type or print all responses

• Provide all requested documents *(Transcripts, Credit Report, Copy of license, Driving History, etc.)*
Application Process (continued)

- Affidavit – **failure to disclose** any information **will eliminate you** from the process
- Include **copies of all police reports** in which you were personally a — suspect, victim, or witness
  
  **NOTE:** If you work(ed) for a law enforcement agency or held a security position and your name appears in multiple reports as a reporting person or witness, submit a memo on company letter head stating that fact and your dates of employment

- Subsequent to receiving a “conditional offer of acceptance,” you will be required to obtain **medical evaluations** for vision, hearing, and general physical condition by a **Certified Occupational Medical Doctor** (specific instructions will be provided in application packet)
Complete application packet? (All requested information, documents, and signatures) → No → Not Reviewed

MCOLES minimum standards met? → No → Eliminated

Yes → Oral Board Interview • Recommendation for admittance → No → Eliminated

Yes → Background Investigation • Application and interview information verified • Moral character investigation (traffic violations, misdemeanor arrests, citizenship, etc.) • Reference verification • Academic performance inquiry → Recruit selection based on an evaluation of the following: • Oral board results / recommendation • Background investigation results • Moral character – traffic violations, misdemeanor arrests, citizenship, etc. • Academic performance

Not Favorable → Favorable

Admitted
Training Session

• Academy training schedule
  • Five to six day training week (*Monday – Friday & some Saturdays*)
  • Eight to ten hours of training per day (*Plan on being on campus from 0600 to 1800 most days*)

• Schedule is rigorous and demanding and subject to change
• Academy is mentally and academically challenging
• Recruits are required to perform with respect, dedication, integrity and attention to detail
CPR / AED for Professional Rescuers

- Applicants *must have* a valid CPR / AED for Professional Rescuers Certification prior to the start of the academy and it must remain valid during the course of the academy

(American Red Cross, American Heart Association, etc.)
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