Basic 16-Week Police Academy
2020 Session
Informational Meeting Notes

Williamson N. Wallace, J.D.
Director, Criminal Justice Training
GVSU Website Links

www.gvsu.edu/cj/

www.gvsu.edu/cj/policeacademy
Over 40 years of law enforcement training excellence and tradition!

~ A proven reputation for producing qualified and competent law enforcement candidates ~

The Grand Valley State University Police Academy's mission is to educate and train police recruits so that they graduate with the knowledge, skills, and abilities needed to begin a successful career in law enforcement. Grand Valley's academy goes above and beyond the minimum training requirements set by the Michigan Commission on Law Enforcement Standards to help graduates excel in a competitive market. Grand Valley is known as a leader in the state for police academy training and continually sets the bar for law enforcement education.
MCOLES Website Links

www.michigan.gov/mcoles

Standards & Training Tab

- Employment Standards
- Testing
<table>
<thead>
<tr>
<th>Category</th>
<th>Standard</th>
<th>Comments and Proofs</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>Birth Certificate; Certificate of Naturalization; Valid Passport</td>
</tr>
<tr>
<td>Education</td>
<td>High school diploma or GED is the minimum for an employed recruit.</td>
<td>A college degree from an accredited institution is evidence of complying with the minimum standard.</td>
</tr>
<tr>
<td></td>
<td>Pre-service recruits must have a minimum of an associate's degree upon completion of the basic training academy.</td>
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<tr>
<td></td>
<td>An applicant may be denied a license if subjected to any of the following adjudications for the disqualifying offenses described in the accompanying comments: judgment of verdict of guilt; judgment or verdict of guilty but mentally ill; plea of guilty, plea of nolo contendere, an order delaying sentence; probation under the Holmes Youthful Trainee Act; probation for first-time drug offenses under MCL 333.7411; and probation for first-time domestic violence offense under MCL 769.4a.</td>
<td>Disqualifying offenses include felony adjudications, felony expungement, or felony set aside under Michigan law or substantially corresponding laws of another jurisdiction. Disqualifying offenses also include adjudications of guilt for violations or attempted violations of any of the following under Michigan law or substantially corresponding law of another jurisdiction: a penal law punishable by imprisonment of more than 1 year: MCL 257.625 (operating while intoxicated/dragged, 2nd offense within 7 years); MCL 333.7403(2)(c) (misdemeanor possession of drugs (except marijuana)), and MCL 333.7404(2)(a), (b), and (c) (misdemeanor use of drugs including 1yr use of marijuana); MCL 750.81(4)(1) offense DV); MCL 750.81a (Agg 1 year, and first offense DV 1 year); and MCL 750.411b (misdemeanor stalking).</td>
</tr>
<tr>
<td>Prohibited Criminal Adjudications of Guilt</td>
<td>Enrollment denials begin with the January 2017 academy sessions.</td>
<td></td>
</tr>
<tr>
<td>Character Fitness</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 or chauffeur's license (all 50 states, DC, territories of the US, and Canada).</td>
<td>May not be in a state of suspension or revocation.</td>
</tr>
<tr>
<td>Physical Ability</td>
<td>Be free from any physical defects or chronic diseases which may impair the performance of a law enforcement officer or which may 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 job performance. The evaluation should include the expert opinion of a licensed physician specializing in occupational medicine.</td>
</tr>
<tr>
<td>Employment Standards</td>
<td></td>
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<td>----------------------</td>
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<tr>
<td>Hearing: 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. 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>
<td></td>
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</tr>
<tr>
<td>Psychological Fitness: Be free from mental or emotional instability which may impair the performance of essential job functions of a law enforcement officer or which may endanger the lives of others or the law enforcement officer. Mental and emotional stability may be assessed by a licensed psychologist, or a licensed psychologist or psychiatrist. MCOLES may require the examination be conducted by a license psychologist or psychiatrist. **</td>
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<tr>
<td>Vision, Color: Possess normal color vision without the assistance of color enhancing lenses. The unaided eye shall be tested using pseudoisochromatic plates. The Farnsworth D-15 panels shall be used for any candidate who fails the pseudoisochromatic plates.</td>
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<tr>
<td>Vision, Corrected: Possess 20/20 corrected vision in each eye. Acuity may be corrected with glasses or contacts</td>
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<td></td>
</tr>
<tr>
<td>Vision, Normal Functions: Possess normal visual functions in each eye. Includes: peripheral vision, depth perception, etc.</td>
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</tr>
<tr>
<td>Reading and Writing: Pass the MCOLES reading and writing examination or an MCOLES approved agency equivalent examination. Does not apply to Recognition Prior Training &amp; Experience Program students.</td>
<td></td>
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</tr>
<tr>
<td>Physical Fitness: Pass the MCOLES physical fitness pre-enrollment examination. This does not apply to Recognition of Prior Training &amp; Experience Program students. 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>
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</tr>
<tr>
<td>Training Requirement: Successfully complete the MCOLES mandatory basic training curriculum. 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>
<td></td>
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</tr>
<tr>
<td>Licensing Examination: Pass the MCOLES licensing examination upon the completion of basic training. For reciprocity candidates, successfully complete the Recognition of Prior Training and Experience Program and licensing examination.</td>
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<tr>
<td>Fingerprinting: Agencies must fingerprint the applicant with a search of state or federal fingerprint files to disclose criminal record. Academic requires include fingerprint checks to the academy director. Includes: expunged convictions.</td>
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<tr>
<td>Oral Interview: 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>
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<tr>
<td>Drug Testing: Cause the applicant to be tested for the illicit use of controlled substances. Must use a Commission certified laboratory and comply with Commission procedures.</td>
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</tbody>
</table>
Testing

Reading and Writing Test
• GVSU is test site
• Fall test dates will be posted soon
• Register through PSI Website (MCOLES link)
• Take ID with you on test day

Physical Fitness
• GVSU is NOT test site
• Contact test site directly (GRCC is the closest site)
• Take ID & Health Screening Form with you on test day
• Know the minimum required standards

http://www.michigan.gov/mcoles/0,4607,7-229-41624---,00.html
Reading & Writing Test

- Cost is $68.00 (subject to change)
<table>
<thead>
<tr>
<th>MCOLES Reading &amp; Writing</th>
<th>Test Site* – GVSU (must register through the MCOLES website)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 10/05/19 0830</td>
<td>205A DeVos</td>
</tr>
<tr>
<td>2 10/09/19 1830</td>
<td>210A DeVos</td>
</tr>
<tr>
<td>3 10/10/19 1830</td>
<td>210A DeVos</td>
</tr>
<tr>
<td>4 10/15/19 1830</td>
<td>210A DeVos</td>
</tr>
<tr>
<td>5 10/16/19 1830</td>
<td>210A DeVos</td>
</tr>
<tr>
<td>6 10/17/19 1830</td>
<td>210A DeVos</td>
</tr>
<tr>
<td>7 10/19/19 0830</td>
<td>205A DeVos</td>
</tr>
<tr>
<td>8 10/19/19 1115</td>
<td>205A DeVos</td>
</tr>
<tr>
<td>9 10/24/19 1830</td>
<td>210A DeVos</td>
</tr>
<tr>
<td>10 10/26/19 0830</td>
<td>205A DeVos</td>
</tr>
<tr>
<td>11 10/26/19 1115</td>
<td>205A DeVos</td>
</tr>
<tr>
<td>12 10/29/19 1830</td>
<td>210A DeVos</td>
</tr>
<tr>
<td>13 10/30/19 1830</td>
<td>210A DeVos</td>
</tr>
<tr>
<td>14 11/02/19 0830</td>
<td>205A DeVos</td>
</tr>
<tr>
<td>15 11/06/19 1830</td>
<td>210A DeVos</td>
</tr>
<tr>
<td>16 11/07/19 1830</td>
<td>210A DeVos</td>
</tr>
<tr>
<td>17 11/12/19 1830</td>
<td>210A DeVos</td>
</tr>
<tr>
<td>18 11/13/19 1830</td>
<td>210A DeVos</td>
</tr>
<tr>
<td>19 11/19/19 1830</td>
<td>210A DeVos</td>
</tr>
</tbody>
</table>

*Note: many other testing locations in Michigan, find at MCOLES website.
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 Oct 30, 2019**
# Physical Fitness Test

<table>
<thead>
<tr>
<th>Day / Date</th>
<th>Offered By*</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sat. November 2</td>
<td>GRCC</td>
<td>8:00 AM</td>
</tr>
<tr>
<td>Sat. November 9</td>
<td>GRCC</td>
<td>8:00 AM</td>
</tr>
<tr>
<td>Sat. November 16</td>
<td>GRCC</td>
<td>8:00 AM</td>
</tr>
<tr>
<td>Sat. November 23</td>
<td>GRCC</td>
<td>8:00 AM</td>
</tr>
<tr>
<td>Sat. November 30</td>
<td>GRCC</td>
<td>8:00 AM</td>
</tr>
<tr>
<td>Sat. December 7</td>
<td>GRCC</td>
<td>8:00 AM</td>
</tr>
</tbody>
</table>

*Note: many other testing locations in Michigan, find at MCOLES website.

Register at [https://forms.gle/HaKFrwFdDZHt2zHb9](https://forms.gle/HaKFrwFdDZHt2zHb9) and you will receive an email with the details. Testing will take place at one of two different locations (not GRCC campus) and will be noted during the registration process.
ENTRANCE 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

![Please watch!]

https://www.youtube.com/watch?v=3a2SMVxxAgc&feature=youtu.be
Cost

**Tuition (15 credit hours)** = approximately $6,554.00*
- 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 $312
- 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

**Housing**
- University Housing (*approx. $1200 - $1600 depending on 1, 2, or 4 bedroom – Contact Housing Office for exact amount, advise you are in the 16-week Police Academy*)
- Recruits may stay on campus but are not required to
- Housing Office: (616) 331-2010 / [http://www.gvsu.edu/housing/](http://www.gvsu.edu/housing/)
GVSU Veterans Network
http://www.gvsu.edu/veterans/

• Support Services Tab

Registrar's Office / GI BILL Certification
Kim Paruch
(616) 331-3327

Financial Aid
Detwann Johnson
(616) 331-3234

Admissions
Melanie Retberg (new) or Bonnie Ulmer-Graves (transfer)
(616) 331-2025
Police Academy Informational Meetings (September)

Application Packets Available Online

Applications Due (January 15)
*NOTE: Incomplete applications will not be reviewed.

Background Investigations (February & March)

Oral Board Interviews & Director Interviews (February)

Application Review (January – February)

Basic Academy Orientation Meeting (March)

Basic Academy Session (May – August)
Application Process

• Applications available on or before October 15, 2019
• Applications **due** on **January 15, 2020** (Late applications will not be accepted)
• Make a **copy** of your final application prior to submitting and retain for your records
• **Read** all application instructions first & **ask** if you do not understand
• Type or print all responses
• Provide all requested documents (*Transcripts, Copy of license, Driving History, etc.*)
Application Process (continued)

Michigan Commission on Law Enforcement Standards

CANDIDATE’S PERSONAL HISTORY STATEMENT AND AFFIDAVIT

Deliberately making false statements, committing fraud, or failing to disclose requested information are grounds for denying your enrollment into or dismissing you from the training program, including the Recognition of Prior Training and Experience program. Further sanctions by the Commission may be imposed including a two-year ineligibility from applying for enrollment in any training program, or permanently denying your application. Subsequent license revocation may also be imposed for making a material false statement or committing fraud in the application process. (R 28.14602 – 28.14609)
Application Process (continued)

- Include **copies of all police reports** in which you were personally (in your personal capacity) 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).
Review and Acceptance

Complete application packet?
(All requested information, documents, and signatures)
Yes → MCOLES minimum standards met?
Yes → Oral Board Interview
• Recommendation for admittance

Selective application packet?
(All requested information, documents, and signatures)
No → Not Reviewed

MCOLES minimum standards met?
Yes → Oral Board Interview
• Recommendation for admittance

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 inquiry

Background Investigation
• Application and interview information verified
• Moral character investigation (traffic violations, misdemeanor arrests, citizenship, etc.)
• Reference verification
• Academic performance inquiry

Not Favorable → Eliminated

Admitted
Training Session

• Academy training schedule
  • Five to six day training week (*Monday – Friday & some Saturdays*)
  • Eight to ten hours of training per day (*Basic Academy – normally 0600 to 1800 most days (however occasional 1100 – 2200*)
  • Schedule is demanding and subject to change

• Academy is mentally and academically challenging

• Recruits are required to perform with respect, dedication, integrity and attention to detail
Basic First Aid, CPR, & AED

• Applicants **must have** proof of Basic First Aid, CPR, & AED Certification prior to the start of the academy and it must remain valid during the course of the academy
• *Different vendors* – American Red Cross, American Heart Association, etc.
• *Hybrid Course (in person & online) allowed if practical exercises & testing occurs in person. Completely online courses are not allowed.*
Why GVSU?
GVSU Police Academy
STATE LICENSING EXAM % PASS RATE

100 100 100 100 100 100 100 98 100
GVSU Police Academy
EMPLOYMENT DATA

% Employed within 12 months
Total % Employed

53 74 90 97 85 96 97 97 95 80
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wallacew@gvsu.edu

Phone: 616-331-8515
Fax: 616-331-7155

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Allendale, MI 49401