Police Academy
2022 FALL Session
Informational Meeting Notes

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

www.gvsu.edu/cj/

www.gvsu.edu/academy/
Academic Requirements

The Michigan Commission on Law Enforcement Standards (MCOLES) and Grand Valley State University requires applicants to meet the academic criteria below in order to be eligible for consideration.

Basic Police Academy

1. Possess either an Associates or a Bachelor’s degree from an accredited college or university. There is no specific major requirement. Please contact the academy if you are unsure as to whether the conferring institution is accredited.

OR

2. Be a registered student at GVSU or Baker College and be eligible for graduation with either an Associates or a Bachelor’s degree upon completion of the police academy.

NOTE:

- Declaration or completion of the Criminal Justice major does not guarantee admission to the Police Academy.
- GVSU Criminal Justice majors are not required, but are strongly encouraged to complete: CJ 302, CJ 311, CJ 465, and CJ 490 as prerequisites for the academy.
- Students considering the Police Academy should take a broadly-based series of social science courses in addition to their major requirements.

All academy attendees will be required to enroll in and complete the following classes during the course of the Basic Police Academy: CJ 415, CJ 416, CJ 417, CJ 418, and CJ 419 (these classes are incorporated into the academy programs and are not separate requirements). Enrollment in these courses will take place during the acceptance process to the academy (do not try to pre-enroll).
Summer and Fall Sessions Available

Summer Session
May-August
Application due January 14, 2022

Fall Session
August-December
Application due April 29, 2022

Important Spring/Summer Session Dates
Summer Basic Academy Application

Important Fall Session Dates
Fall Basic Academy Application
## BASIC 15-Week POLICE ACADEMY

### Fall 2022 SESSION IMPORTANT DATES

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
</table>
| January 17, 2022   | Academy Informational Meeting  
11:00 AM - 12:30 PM  
Location TBD                                                    |
| January 18, 2022   | Academy Informational Meeting  
6:00 PM - 7:30 PM  
Location TBD                                                        |
| January – April    | Applications Available Online Only                                                                                                     |
| April 29, 2022     | Application Submission Deadline - Applications must be received by April 29th.  
(Note: MCOLES Reading & Writing Test and Physical Agility Test must be completed and turned in with the application) |
| May 23 - 27, 2022  | Oral Board & Director Interviews (by invitation only)                                                                                   |
| July 18, 2022      | Post-Application Documents Due (walk-in session)  
9:00 a.m. – 4:00 p.m. at 158 LMH, Allendale Campus  |
| July 19, 2022      | Post-Application Documents Due (walk-in session)  
9:00 a.m. – 4:00 p.m. at 158 LMH, Allendale Campus  |
| July 29, 2022      | Police Academy Orientation (by invitation only)  
Time & Location TBD  |
| Aug 29 – Dec 9, 2022 | Academy Session (by invitation only)                                                                                               |
| Dec 9, 2022        | Academy Graduation  
Location & Time TBD                                                   |
KEEP CALM AND FOLLOW DIRECTIONS

Seriously, READ the instructions!

2022 FALL Police Academy
15-WEEK BASIC POLICE ACADEMY
INSTRUCTIONS FOR APPLICATION

READ THIS ENTIRE DOCUMENT BEFORE PROCEEDING WITH THE APPLICATION PROCESS.

It is the applicant's responsibility to complete the enclosed application packet. Completed applications must be received or postmarked no later than 5:00pm on April 28, 2022. Late applications will not be reviewed. Submit your packet to Ms. Lisa Campione, Administrative Coordinator, in the School of Criminal Justice (located on the Pew Campus, 2nd Floor of the DeVos Center, in downtown Grand Rapids: 269-C DeVos Center, 401 W. Fulton, Grand Rapids, MI 49504). DO NOT staple or place application materials in plastic sleeves or binders.

Below are specific instructions for the completion of each form. ANY APPLICATION THAT IS INCOMPLETE AND NOT IN ACCORDANCE WITH THESE INSTRUCTIONS WILL NOT BE REVIEWED. The enclosed "Application Coversheet" should be the first page of your completed packet (it describes the order in which your packet should be organized upon submission).

NOTE: Both the MCCLES Reading & Writing Test and Pre-Enrollment Physical Fitness Test must be completed and submitted with your application, by the turn-in deadline. The Pre-Enrollment Physical Fitness Test must be completed no earlier than 180 days before the start date of the academy (August 29, 2022), thus does not take prior to March 2, 2022.

NOTE: There are several documents included in this packet (Medical History Statement, Physician's Statement, Declaration of Accommodations, and Livescan Fingerprint form) that you SHOULD NOT turn in with your initial application. You will only turn in these documents if you receive a "Conditional Offer of Acceptance." Please see "Instructions for Post-Application Documents.”

NOTE: Please print or type your responses so that they are legible (use only black ink).

NOTE: You are under an on-going duty to report any changes in your application or eligibility status to the Director of the Police Academy (pre-acceptance, post-acceptance, and during the course of the academy if selected to attend).
MCOLES Website Links

www.michigan.gov/mcoles

Standards & Training Tab

• Employment Standards
• Testing
An applicant with an "adjudication of guilt" for a violation or attempted violation of a penal law of this state or another jurisdiction that is punishable by imprisonment for more than 1 year (includes all felonies) will be denied a license. An applicant with an "adjudication of guilt" for a violation or attempted violation of any of the following misdemeanors under Michigan law or substantially corresponding laws of another jurisdiction:

- **Operating While Intoxicated, 2nd Offense** (MCL 257.625(1),(8), (9)(b), (25));
- **Possession of Controlled Substances** (MCL 333.7403(2)(c)) (does not include marijuana);
- **Use of Controlled Substances** (MCL 333.7404(2)(a), (b), or(c));
- **Domestic Violence, 2nd Offense** (MCL 750.81(4));
- **Aggravated Assault** (MCL 750.81a(1)).
- **Aggravated Domestic Violence** (MCL 750.81a(2)); and,
- **Stalking** (MCL 750.411h).

Disqualifying offenses also include adjudications of guilt for violations or attempted violations of any of the following misdemeanors under Michigan law or substantially corresponding laws of another jurisdiction:
| Character Fitness | Character fitness, as determined by a background investigation supported by a written authorization and release executed by the individual. | Includes arrest and expunged convictions, all previous law violations, personal protection orders, traffic and civil infractions and ordinance and code violations. |

MCOLES Employment / Licensing Standards

MCOLES - Licensing Standards for Michigan Law Enforcement Officers (Effective January 2, 2017 ~ 2016 PA 289)
<table>
<thead>
<tr>
<th>Hearing</th>
<th>Initial unaided testing involving 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 Hertz; and 45 decibels at 4000 Hertz.</th>
<th>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.*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Psychological Fitness</td>
<td>Be free from mental or emotional instabilities 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.</td>
<td>Mental and emotional stability may be assessed by a licensed physician, or a licensed psychologist or psychiatrist. MCOLES may require the examination be conducted by a licensed psychologist or psychiatrist.**</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>Acuity may be corrected with glasses or contacts.</td>
</tr>
<tr>
<td>Vision, Normal Functions</td>
<td>Possess normal visual functions in includes peripheral vision, depth perception, stereopsis, etc.</td>
<td></td>
</tr>
</tbody>
</table>
Pre-Enrollment 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 (*contact info at MCOLES site*)
• Take ID & Health Screening Form with you on test day
• Know the minimum required standards

*MCOLES - Testing (michigan.gov)*
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 March 2, 2022 (Basic)
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:

- **Preparing for the Test** -
  [https://www.michigan.gov/documents/mcoles/Preparing_for_the_Test_249887_7.pdf](https://www.michigan.gov/documents/mcoles/Preparing_for_the_Test_249887_7.pdf)

- **Event #1 - Vertical Jump** -

- **Event #2 - Sit-Ups** -

- **Event #3 - Push-Ups** -

- **Event #4 - 1/2 Mile Shuttle Run** -

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**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>

Please watch!

[https://youtu.be/3a2SMVxxAgc](https://youtu.be/3a2SMVxxAgc)
Cost

Tuition (15 credit hours) = approximately $7,120.00*
- 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 $315
  • 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

Parking
  • Permits - Student Permits - Parking Services - Grand Valley State University (gvsu.edu).
  • The “Lot J Remote Commuter (living off-Campus)” is the most economical. If you are living on campus you will need the Allendale Student Resident permit.

Housing
  • University Housing (advise you are in the 15-week Police Academy)
  • Recruits may stay on campus but are not required to
  • Housing Office: (616) 331-2010 / Housing Rates - Housing - Students - Grand Valley State University (gvsu.edu)
Military and Veterans Resource Center

https://www.gvsu.edu/veterans/
Application Process

1. Police Academy Informational Meetings (January)
2. Application Packets Available Online
3. Applications Due (April 29th)
   *NOTE: Incomplete applications will not be reviewed.
4. Application Review (May)
5. Oral Board Interviews & Director Interviews (May-June)
6. Background Investigations (June - July)
7. FALL Basic Academy Orientation Meeting (July)
8. FALL Basic Academy Session (August - December)
Application Process

• Applications available online
• Applications **due** on **April 29, 2022** *(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.)*
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)
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

**Only after 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
- Yes → 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

- Favorable → Admitted
- Not Favorable → Not Favorable
Training Session

• Academy training schedule
  • Five to six day training week (Monday – Friday & many 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 *Adult & Pediatric 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.**
Michigan Law Enforcement Licensing Exam