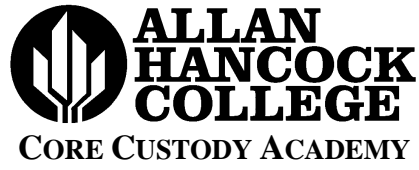

CORE CUSTODY ACADEMY



APPLICATION PACKET

Sponsored Recruit

Lompoc Valley Campus
Public Safety Training Complex
One Hancock Drive - Building 5
Lompoc, CA 93436
805-922-6966 ext. 3284



Dear Prospective Academy Recruit:

The Allan Hancock College Core Custody Academy is designed to satisfy State of California Standards and Training for Corrections (STC) requirements for students wanting to be hired as a custody officer by a law enforcement agency or currently employed as such.

The Core Custody Academy is an intensive college course with para-military discipline. Students attending the academy will be academically and physically challenged, faced with solving complex problems in a stressful, disciplined and structured environment. Recruits receive basic training in many phases of custody and care of prisoners.

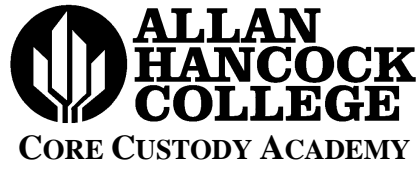
Our primary goal at the Academy is to prepare you to be a fully capable and employable as a corrections officer. To accomplish this, you will need to understand what it takes to be a corrections officer, and the dedication required to complete Academy training. This information packet will provide you with information on Academy expectations, admissions procedures, and general standards for employment.

Our staff is available to assist with questions you may have regarding the training and admission requirements. We hope you will see the advantages of starting your career in corrections at Allan Hancock College Core Custody Academy, your first step to success.

Best wishes in pursuing your career!

Mitch McCann

Mitch McCann
Academy Director



APPLICATION INSTRUCTIONS

Sponsored Recruit

The beginning of a corrections career and your first step to success starts with completing the Allan Hancock College (AHC) Core Custody Academy Application Packet.

- It is your responsibility to complete the application packet and provide all required information.
- All application documents must be completed in black ink or typed.
- You must respond to all items and questions. If an item or question does not apply to you, write "N/A" (not applicable in the space provided for your response).
- Any application that is incomplete or missing information will not be processed and will be returned to the applicant for completion

Sponsored Recruit:

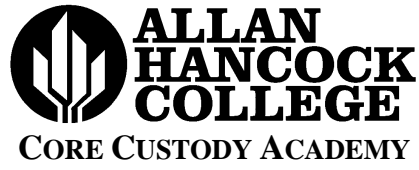
Sponsored Recruit - hired by an agency prior to the start of the Academy and is being paid while attending the Academy.

Co-sponsored Recruit:

Co-sponsored Recruit - an agency is providing partial financial support to offset college registration fees and Academy fees, e.g. uniforms, agency patches and ammunition, but is not being paid while attending the Academy. This recruit is eligible for hire by the co-sponsoring agency or other agency, but is not necessarily promised employment.

Non-Sponsored (Independent) Recruit:

Independent Recruit - is responsible for all college registration and Academy fees. This recruit is eligible for hire by an agency while attending or after graduating from the Academy.



APPLICATION PACKET CHECKLIST

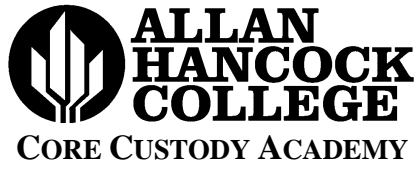
Sponsored Recruit

√ Check Each Item When Completed

1. **Academy Application Packet:** All Recruits must complete the Application Packet. Any application packet that is incomplete will not be processed and will be returned to the applicant for completion.
2. **Driver's License:** All Recruits must have a valid driver's license to attend the Academy and must submit a copy of their Driver's License (enlarged to 200%) with the application packet.
3. **Medical Examination:** Sponsored Recruits will need to provide a medical clearance statement from their Agency.
4. **Release of Liability and Indemnification Agreement:** All Recruits must sign and date the *Release of Liability and Indemnification Agreement*.
5. **Acknowledgment and Assumption of Potential Risk:** All Recruits must sign and date the *Acknowledgment and Assumption of Potential Risk* form.
6. **Authorization to Release Information:** All Recruits must sign and date the *Authorization to Release Information* form.
7. **Application Packet and Background Check Certification:** All Recruits must complete the *Application Packet and Background Check Certification* form.
8. **DD214.** All recruits must submit a copy of their DD214 if they have served in the military.

After completing, signing, and enclosing all the required documents, the completed application packet can either be hand delivered or mailed to the Allan Hancock College Academy Office, One Hancock Drive, Building 5, Lompoc, CA 93436. After verification of completeness, the application packet will be date/time stamped. Any questions regarding the Academy application packet should be directed to the Public Safety Program Technician at 805-922-6966 ext. 3802 or 3284.

Recruits/students with Disabilities may contact the AHC Learning Assistance Program at 805-922-6966 ext. 3274. The Learning Assistance Program provides individualized support services for students with learning, psychological, physical, communication, and other disabilities as prescribed by the Learning Assistance Program specialist. Recruits/Students with Disabilities must apply and be approved for reasonable accommodations **prior** to the start of the Academy.



APPLICATION

PRINT or TYPE ALL INFORMATION

Last Name: _____ First: _____ MI: _____

DOB: ____/____/____ SSN: _____-____-_____

Other name(s) Used: _____

Home Phone: (____) _____ Cell Phone: (____) _____

Home Address:

City: _____ State: _____ Zip: _____

E-mail: _____

EMERGENCY CONTACT INFORMATION

Name: _____ Relationship: _____

Preferred Phone#: (____) _____ Other Phone#: (____) _____

Physician's Name/Medical Clinic:

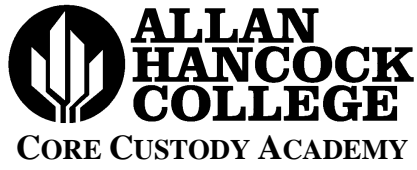
Physicians/Medical Clinic Address:

Phone Number:

Agency Contact Information (Sponsored/Co-Sponsored Recruits ONLY)

Agency: _____ Rank/Name: _____

Preferred Phone#: (____) _____ Other Phone#: (____) _____



RELEASE OF LIABILITY AND INDEMNIFICATION AGREEMENT

I acknowledge that the Allan Hancock Joint Community College District, Core Custody Academy Training Program may include physically demanding and strenuous training activities. Furthermore, related training activities involve risks of serious injuries, even death. Nevertheless, I hereby voluntarily assume all risks of any and all loss, injury, illness, death, or damage to myself or my property that might be suffered while participating in the training. I understand that entering into this agreement is a condition of my participation and that I will deem to have accepted these terms and conditions of my participation.

I hereby agree, for myself, my heirs, successors, assigns, executor, personal representative, and estate, to release, waive, discharge, defend, indemnify, and hold harmless the Allan Hancock Joint Community College District, and their respective employees, agents, officers and my fellow students from any and all liability, claims, demands, causes of action, charges, expenses, and attorney fees (including attorney fees to establish the right to indemnity or in urged on appeal) resulting from my involvement and participation in the training, whether caused by any negligent act or omission of any fellow students, and/or the college's respective employees, agents, and officers or otherwise, regardless whether such negligence was active or passive and past present or future. I understand and agree that this release, waiver, discharge, and agreement to defend, indemnify, and hold harmless applies to all loss, injury, illness, death, or damage to me or my property resulting from my participation and involvement in the Allan Hancock Joint Community College District, Law Enforcement Training Program, Core Custody Academy.

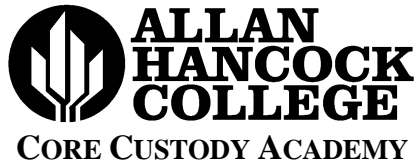
This agreement cannot be waived or altered; it affects your rights and obligations if injury or loss occurs during your participation in any activity sponsored by Allan Hancock Joint Community College District, Law Enforcement Training Program, Core Custody Academy.

I acknowledge that I have read the foregoing and that I am fully aware of the legal consequences of this agreement, including that it prevents me from suing my fellow students, the district, and their respective employees, agents, or officers if I am injured or damaged as result of participation in the **Core Custody Academy**.

Student's Name/Print

Student's Signature

Date



ACKNOWLEDGMENT AND ASSUMPTION OF POTENTIAL RISK

Use with all sports, recreation, and high risk classes, i.e., athletics, public safety, performing arts, labs, dance.

_____ wishes to participate in the Allan Hancock Joint Community College District
(PRINTED NAME)
sponsored activity(ies) of LE330 Core Custody Academy.

I understand and acknowledge that these activities, by their very nature, pose the potential risk of serious injury/illness to individuals who participate. I understand and acknowledge that some of the injuries/ illnesses that may result from participating in these activities include, but are not limited to, the following:

- | | | | |
|--------------------|-----------------------|---------------------|--------------------------|
| 1. sprains/strains | 3. unconsciousness | 5. paralysis | 7. death |
| 2. fractured bones | 4. head/back injuries | 6. loss of eyesight | 8. communicable diseases |

I understand and acknowledge that participation in these activities is completely voluntary and as such is not required by the District.

I understand and acknowledge that in order to participate in these activities, I agree to assume liability and responsibility for any and all potential risks that may be associated with participation in such activities.

I understand, acknowledge, and agree that the District, its employees, officers, agent, or volunteers, shall not be liable for any injury/illness suffered by me as a result of my actions that is incidental to and/or associated with preparing for and/or participating in the activity(ies).

Unless otherwise advised, I understand that I am responsible for my own transportation to and from the activity(ies) and the college assumes no liability for loss or injury resulting from my transportation, and any person driving a personal vehicle is not an agent of the District. Although the college may assist in coordinating the transportation, any assistance and/or recommendations provided may not be mandatory.

If the college is providing transportation but I do not use the transportation, I am responsible to make my own transportation arrangements, and the college assumes no responsibility or liability of any kind.

I have no known medical condition that may pose a health and/or safety risk to me or others by participating in the activity(ies).

I acknowledge that I have carefully read this ACKNOWLEDGMENT AND ASSUMPTION OF POTENTIAL RISK form and that I understand and agree to its terms.

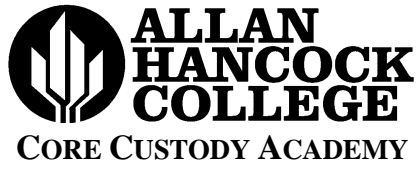
Student Signature

Date

Parent's Signature (if minor)

Date

IMPORTANT NOTE: Before a student will be allowed to participate in the above activity(ies), a signed Acknowledgment and Assumption of Potential Risk form must be on file each semester and retained within the department for 14 months from the end of activity per the statute of limitation (Gov. Code Sec. 911.2).



AUTHORIZATION TO RELEASE INFORMATION

I understand that investigative-consumer reports may be requested and may include information as to my character, general reputation, personal characteristics, mode of living, academic or professional credential verification, job performance, experience and reasons for termination.

I understand this information will assist in the assessment of my qualifications and may include, but is not limited to, my academic, performance, attendance, achievement, disciplinary, employment history, military service history, criminal history record, and residential history.

I hereby authorize Allan Hancock Law Enforcement Training Program, Core Custody Academy to make any investigations and obtain information relating to my activities from schools, employers, military services, criminal justice agencies, residential management agents, or other sources of information.

I understand that Allan Hancock College Law Enforcement Training Program, Core Custody Academy may be requesting information concerning my worker's compensation claims, motor vehicle operations history, and criminal history from various private and public sources along with other public records available.

I understand that Allan Hancock College Law Enforcement Training Program, Core Custody Academy may need to release information relating to my activities in the Core Custody Academy to the California Board of State and Community Corrections-Standards and Training for Corrections (STC) to maintain regulatory compliance.

I hereby authorize sources of information or custodians of records to release information pertaining to me upon request by Allan Hancock College Law Enforcement Training Program, Core Custody Academy.

I acknowledge that a facsimile (FAX) or photographic copy of this authorization will be as valid as the original.

I acknowledge that I have carefully read and reviewed all the provisions above and have voluntarily agreed to sign this authorization.

Signature

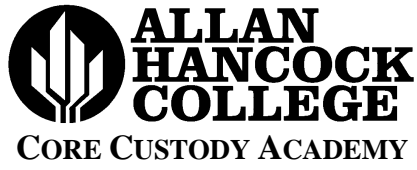
Date

Print Full Legal Name

AKA/Other Name(s) Used

Date of Birth

Social Security Number



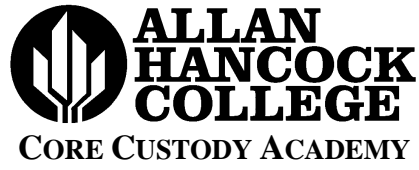
APPLICATION PACKET AND BACKGROUND CHECK CERTIFICATION

I hereby certify that I have personally completed the Core Custody Academy Application Packet and the Background Check through Trusted Employees, and all statements made are true and complete to the best of my knowledge and belief. I understand that any misstatement of material fact may subject me to disqualification and/or dismissal from the Allan Hancock College Core Custody Academy.

Print Full Legal Name

Signature

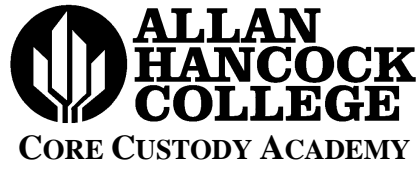
Date



ACADEMY UNIFORM SPECIFICATIONS AND PURCHASING INSTRUCTIONS

Sponsored Recruits shall wear their Agency issued uniform with the following specifications:

1. **Uniform Shirt:** Long sleeve tan shirt, wash, and material with permanent military creases. The uniform shirt shall have button down shirt flap pockets with Velcro closures, shoulder epaulets and badge tab.
2. **Uniform Pants:** Green, polyester blend pants. Minimum of one pair needed.
3. **Tactical Pants:** Black BDU pants. Polyester/cotton blend, six pocket style with button or Velcro pocket closers (no snaps). Minimum of one pair needed, but two pair are recommended.
4. **Trouser Belt:** Black basket weave/Velcro belt.
5. **Black plain toe boots:** Lace-up, leather (HiTech, 5.11 or comparable) nylon uppers are optional. The boots must be able to hold a high gloss shine and may have an inside zipper. Minimum of one pair needed.
6. **Tie:** Standard clip-on black uniform tie.
7. **Tie Bar:** Standard plain gold plated tie bar.
8. **Duty Jacket:** Black nylon duty jacket (e.g. Tact Squad) with Academy patches sewn on sleeves ½ inch from the shoulder seam and centered.
9. **Running Shoes:** High quality running shoes (e.g. Nike, Asics, New Balance, etc.) must be specifically designed for running. Cross trainers, basketball, court shoes are not approved. (Purchased by the Agency or Recruit)



Required Additional Academy Uniform Items To Be Purchased by the Agency/Recruit:

1. Academy T-Shirts (four white t-shirts are recommended)
2. Academy Sweatshirt (one sweatshirt is required)
3. Pine Green Academy Running Shorts: (one pair of running shorts required)
4. Pine Green Academy Cap (One cap is required, Two caps are recommended)
5. Black Lycra® type shorts (one pair of blue Lycra® type shorts recommended)
6. Tan Polo Shirt (Two are required, three are recommended)

Required Additional Academy Uniform Items To Be Purchased at:

All American Screen Printing
304 E. Oak St.
Santa Maria, CA 93454
805-925-0878
www.shirtdoctors.com

If you have any questions or if you need assistance in ordering online from the All American Screen Printing website www.shirtdoctors.com, contact Brook or Ken Bradley at All American Screen Printing, 805-925-0878.



FEE SCHEDULE - SPONSORED RECRUIT

(Effective March 6, 2017)

FEE	AMOUNT	EXEMPTIONS AND WAIVERS
<i>(FEES SUBJECT TO CHANGE)</i>		For additional information on college related fees and exemptions visit the Allan Hancock College website
Enrollment Fees - \$46.00 Unit LE 330 – 11 Units	\$ 506.00	Fee Waiver (BOG or other approved exemption) Non-California Resident (Contact Admissions and Records)
Health Fee (waived)	\$ 19.00	
Student ID (mandatory)	\$ 2.00	
Parking Fee (optional)	\$ 20.00	
Materials Fee (mandatory)	\$ 174.50	
*Option to Rent Equipment Use Fee (optional)	\$ 30.54	Fee will be waived if you provide your own equipment. Contact the Academy Equipment Specialist at 805-922-6966 ext. 5285 for a detailed list of approved equipment for purchase option.
Total	\$ 733.04	Paid Online

***Option to Rent Equipment Use list. For a detailed list for equipment to purchase, contact the Academy Equipment Specialist at 805-922-6966 ext. 5285.**

Handcuff key	\$0.31
Flashlight ring	\$0.38
Keepers	\$0.58
Inert OC	\$0.69
Silent key holder	\$1.15
OC holder	\$1.31
Radio holder	\$1.73
Baton Holder (for 26" peacekeeper baton)	\$1.77
Handcuffs (2 pair)	\$1.92
Handcuff cases (2 each)	\$2.69
Taser	\$3.58
Sam Brown Belt	\$3.85
Radio (UHF Compatible) with Push to talk mic	\$10.58
Total Optional Equipment Use Rent Fees	\$30.54

College & Academy Fees: \$ 733.04
 Uniform Fees: \$ 500.00 (approximate)
TOTAL: \$1,233.04 (approximate)