ABOUT THE PROGRAM
This program prepares new corrections officers and security professionals for the dynamic environment they face. Learners will gain a foundational understanding of private security officer roles and responsibilities as well as complete a Wisconsin Department of Justice Basic Jail Officer Academy and Co-located Academy. Students will develop their capabilities through scenario based training and exercises ensuring they have the skills and capabilities needed to be successful in this field.

PROGRAM OUTCOMES
• Demonstrate communication skills within security and corrections environments.
• Explore procedures, practices and processes within the security industry and correctional system.
• Safeguarding lives, organizational profits, assets, interests, and property.
• Positively interact with individuals to assist and maintain security.
• Reduce risk through planning, preparation, observation, communication, mitigation, and recovery.

CAREER AND EDUCATION ADVANCEMENT OPPORTUNITIES
LTC credits transfer to over 30 universities. For more information visit gotoltc.edu/future-students/transfer.

ADMISSION TO DO’S
• Work with Career Coach to:
  - Submit application and $30 fee.
  - Submit official transcripts (high school and other colleges).
  - Complete background check and $16 processing fee.

PROGRAM TO DO’S
• Work with Academic Advisor to:
  - Complete an assessment for placement (Accuplacer or ACT).
  - Complete DMI (District Mutual Insurance) form.
  - Submit US citizenship status.
  - Complete Functional Abilities Statement of Understanding form.
  - Be at least 18 years of age before taking any term 3 courses
  - Meet to plan your first semester schedule, review your entire plan of study, discuss placement assessment results, discuss DOJ Jail Academy requirements and complete Program To Do’s.

APPROXIMATE COSTS
• $134.20 per credit tuition (WI resident) plus $7.38 per credit student activity fee. $10 per credit online fee. Material fee varies depending on course. Other fees vary by program. Visit gotoltc.edu/financial-aid/tuition-and-fees for details.

FINANCIAL AID
This program is pending financial aid eligibility for the 2019-20 school year.

SPECIAL NOTE
Completion of the Basic Jail Officer Parts 1, 2, and 3 courses meets State of Wisconsin Law Enforcement Standards Board training requirements for a Basic Jail Officer. Employed candidates become certified upon presentation of their academy transcripts to the Standards Board and upon board approval. Candidates seeking employment have three years from completion of the course to secure a Jail Officer position in order to become certified.

RELATED PROGRAMS
• Criminal Justice-Law Enforcement Associate Degree

CONTACT
LTC Career Coach
920.693.1162 • CareerCoach@gotoltc.edu
BASIC JAIL ACADEMY CO-LOCATED... is designed for staff members working in co-located secure juvenile detention facilities. The course consists of four task modules: Introduction to Detention Operations, Supervise Juveniles, Discipline Juveniles, and Apply Legal Requirements. Successful completion of this course qualifies a person for certification by the Law Enforcement Standards Board as a secure juvenile detention officer. CONDITION: 315046 Security and Corrections program admissions requirements met

BASIC JAIL OFFICER TRAINING PART 1... exposes learners to the basic fundamentals of jail officer training as configured by the Wisconsin Department of Justice. Topics presented include: Maintaining Jail Security, Jail Hostage Response, Admit and Release Inmates, Inmate Supervision and Behavioral Control. Additional skills are developed through simulations and a final evaluation for credentialing within the Department of Justice. CONDITION: 315046 Security and Corrections program admissions requirements met

BASIC JAIL OFFICER TRAINING PART 2... builds on previously learned foundations to develop learners as prospective jail officers. Department of Justice needs, and Preparing Reports. CONDITION: 315046 Security and Corrections program admissions requirements met

BASIC JAIL OFFICER TRAINING PART 3... instructs learners to refine their skills and knowledge within the Department of Justice Basic Jail Officer Training Program. This capstone course will include presentations on the following topics: Jail Health Care, CPR, and Fire Safety. Additionally, this course will include practical application scenarios and a final evaluation for credentialing within the Department of Justice. CONDITION: 315046 Security and Corrections program admissions requirements met

EMERGENCY MANAGEMENT... gives the student a working knowledge of Emergency Management, Public Safety Occupations, and the Incident Command System.

FIELD INTEGRATION... integrates previously learned knowledge and skills into the actual work and field environment in this capstone course. Students will incorporate classroom theory and agency policy into action through simulations, scenario based projects, field job shadowing, and internship activities. PREREQUISITE: 10504107 Security Applications

FUNDAMENTALS OF SECURITY... introduces the learner to the roles and responsibilities of the security professionals. Students will investigate the skills that are needed for security and learn essential concepts including legal authority, ethics, and life safety code, how to perform investigations, as well as interacting with the media. PREREQUISITE: 77851700 Pre-college Communication

INTRODUCTION TO ETHICS: THEORY AND APPLICATION... provides a basic understanding of the theoretical foundations of ethical thought. Diverse ethical perspectives will be used to analyze and compare relevant issues. Students will critically evaluate individual, social and/or professional standards of behavior, and apply a systematic decision-making process to these situations. COREQUISITE: 10838105 Intro Reading and Study Skills or equivalent

ORAL/INTERPERSONAL COMMUNICATION... provides students with the skills to develop speaking, verbal and nonverbal communication, and listening skills through individual speeches, group activities, and other projects. COREQUISITE: 10838105 Intro Reading and Study Skills or equivalent

PROFESSIONAL COMMUNICATION IN SECURITY AND CORRECTIONS... provides the learner with the fundamentals of verbal and nonverbal communications in the law enforcement profession. Students will harness the skills to prepare effective field notes, prepare various uniform report forms, organize information in reports, write narratives, differentiate between an interview and an interrogarion, and analyze reports for required components.

SAFETY IN THE WORKPLACE... applies the skills and tools necessary to provide a safe and secure work environment. Each learner will demonstrate the application of safety awareness, federal/state/local compliance, incident investigation and documentation, human relations techniques, safety orientation, inspections, and risk analysis. Issues of workplace violence, substance abuse, and health hazards, first aid and CPR, fire and electrical safety, emergency preparedness, and liaison with external agencies.

SECURITY APPLICATIONS... builds on previously learned foundations and will include the skills needed to perform a security patrol and protect property. Additionally, learners will be exposed to the various methods of utilizing technology to assist in maintaining security. This course will include scenario based application of these concepts. PREREQUISITE: 10504106 Fundamentals of Security