CRIMINAL JUSTICE STANDARDS DIVISION

Student Course Completion Record

(Rev. 4/12)

Student _____ Last 4 Digits SSN _____

First Middle Last

DOB _____ Agency/Sponsor _____

Trainee Status: ☐ **Full Time BLET** ☐ Partial Enrollee ☐ Make-Up Work Only ☐ In-Service Firearms

SCHOOL ID# _____ School/Academy _____

Number of Hours: _____ Course Type: **BASIC LAW ENFORCEMENT TRAINING**

Successful Completion: ☐ YES ☐ NO Student Termination Date: _____

Deficiencies: 1._____ 2. _____

State Exam Date: _____ First Time State Exam Score: ☐ Pass ☐ Fail

Unit Re-Exam Date: _____ Second Time State Exam Score: ☐ Pass ☐ Fail

Make-Up Work Complete ☐ Yes ☐ No Name of School/Academy _____

Please place numeric score in block adjacent to each topic

LEGAL UNIT **Unit Score** _____ **Re-exam Score**_____		**INVESTIGATION UNIT** **Unit Score** _____ **Re-Exam Score** _____	
Motor Vehicle Laws		Fingerprinting & Photographing Arrestee	
Preparing for Court and Testifying in Court		Field Note-taking and Report Writing	
Elements of Criminal Law		Criminal Investigation	
Juvenile Laws & Procedures		Interviews: Field and In-Custody	
Arrest, Search and Seizure/Constitutional Law		Controlled Substances	
ABC Laws & Procedures		Human Trafficking	

PATROL DUTIES UNIT **Unit Score** _____ **Re-Exam Score** _____		**PRACTICAL APPLICATION UNIT** **Unit Score** _____ **Re-Exam Score** _____		*
Techniques of Traffic Law Enforcement		First Responder		
Explosives & Hazardous Material Emergencies		Firearms		
Traffic Accident Investigation		Law Enforcement Driver Training		
In-Custody Transportation		Physical Agility		
Crowd Management		Subject Control Arrest Techniques		
Patrol Techniques		**SHERIFF SPECIFIC UNIT** **Unit Score** _____ **Re-Exam Score** _____		
Law Enforcement Radio Procedures and Information Systems		Civil Process		
Rapid Deployment		Sheriffs' Responsibilities: Detention Duties		
Anti-Terrorism		Sheriffs' Responsibilities: Court Duties		

LAW ENFORCEMENT COMMUNICATION UNIT **Unit Score** _____ **Re-Exam Score** _____	
Dealing with Victims and the Public	
Domestic Violence Response	
Ethics for Professional Law Enforcement	
Individuals with Mental Illness and Mental Retardation	
Crime Prevention Techniques	
Communication Skills for Law Enforcement Officers	

*** Practical Skills Pass/Fail**

This document represents student performance, as well as topics completed.

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Deputy Director-Criminal Justice Standards Division