BASIC LAW ENFORCEMENT TRAINING COURSE PACKET

Apply online:

1. **Go to brunswickcc.edu**
2. **Click on Admissions (in the bar under the logo)**
3. **Start with your residency application.**

Steps to Enrollment

Please complete the following steps in the order listed.

1. Complete your Residency Determination Interview
2. Complete Your Application (Continuing Education Students Application)
3. Apply for Financial Aid
4. Schedule, Prepare For, and Complete the Placement Test (Study Resources for Placement/Assessment Testing)
5. Submit All High School, GED, & College Transcripts
6. Register

Brunswick Community College does not discriminate on the basis of race, religion, color, national origin, gender, age, political affiliation, genetic information, sexual orientation or disability.

BRUNSWICK COMMUNITY COLLEGE

SYLLABUS: CJC 100 B.L.E.T.

Basic Law Enforcement Training

Hours: Lecture 10 Lab 30 Credits 20

Course Description:

This course contains all required studies for certification as a law enforcement officer as prescribed in the State of North Carolina basic training certification standards established by the Criminal Justice Commission and the Sheriffs' Commission. The criminal justice system and procedures are covered in the mandated areas prescribed by the State. All credits are earned through successful completion of the commission-approved basic law enforcement training course as specific in the applicable North Carolina Administrative Code.

Prerequisites:

1.Must be a citizen of the United States

2.High School graduate or has passed the General Education Development Test indicating high school equivalency. (Note: High School diplomas earned through correspondence enrollment are not recognized toward the minimum educational requirements) 3. DRE-098

COREOUISITE(S): None

TEXTBOOK(S): MANDATED TEXTS IN BLET

NOTE: Every student must have a copy of these texts on the first day of BLET.

These may be purchased through the Brunswick Community College bookstore*

Basic Law Enforcement Training. Salemburg, NC: The North Carolina Justice Academy, Current version. July 2019 (3 Manuals)

Farb, Robert, *Arrest, Search and Investigation in North Carolina* 5th ed. Chapel Hill, NC: Longleaf, Inc., 2016 ISBN 978156011859-6

Tyner, Christopher & Welty, Jeffrey B., *Arrest, Search and Investigation in North Carolina SUPPLEMENT*. Chapel Hill, NC: Longleaf, Inc., 2018 ISBN 9781560119364

Smith, Jessica, *North Carolina Crimes* 7th ed. Chapel Hill, NC: Longleaf, Inc., 2012. ISBN 7815601-6820

Smith, Jessica, *North Carolina Crimes SUPPLEMENT*. Chapel Hill, NC: Longleaf, INC., 2017. ISBN 9781-56011916-6

Motor Vehicle Laws of North Carolina Annotated. Park City, Utah: Blue360 Media, 2018-2019. ISBN 9781641300773

North Carolina Criminal Law and Procedure. Charlottesville, VA: The LexisNexis Group, 2018. ISBN 9781522167853

North Carolina Criminal & Traffic Law Manual. Park City, Utah: Blue360 Media, 2018-2019. ISBN 9781641303187

2016 Emergency Response Guidebook Neenah, WI: J.J. Keller & Assoc. Inc., 2016. ISBN 9781680080711

OVERVIEW/GOALS:

The Basic Law Enforcement Training curriculum certificate program prepares individuals to take the Basic Training Law Enforcement officers certification examination, mandated by the North Carolina Criminal Justice Education and Training Standards Commission, and/or it prepares individuals to take the Justice Officers Basic Training certification examination mandated by the North Carolina Sheriffs' Education and Training Standards Commission. Successful completion of this curriculum certification program requires that the student satisfy the minimum requirements for the certification by the Criminal Justice Commission and/or the Sheriffs' Commission. The student satisfactorily completing this program will possess at least the minimum degree of general attributes, knowledge, and skills to function as an inexperienced law enforcement officer.

This course contains all required studies for certification as a law enforcement officer as prescribed in the State of North Carolina basic training certification standards established by the Criminal Justice Commission and Sheriffs' Commission. An overall view of the criminal justice system-constitutional law, criminal law, juvenile law, motor vehicle law patrol procedures, civil process, and the mechanics of arrest, civil disorder, criminal investigation, civil liability, and firearms is covered along with related subjects. All credits are earned through successful completion of the Basic Law Enforcement Training School.

Job opportunities are available with state, county and municipal governments in North Carolina. In addition, knowledge, skills and abilities acquired in this course of study qualifies one for job opportunities with private enterprises in such areas as industrial, retail, and private security.

To be eligible to take this course, you must be twenty years of age, a US citizen, have a GED or high school transcript, a medical release from a North Carolina Licensed physician, and no felony convictions.

COMPETENCIES/OBJECTIVES:

The overall objective of the Basic Law Enforcement Training program is to prepare the student for the last day of the course to take and pass the final comprehensive state examination for certification as a law enforcement officer in the State of North Carolina.

There are 36 blocks of instruction required by the Criminal Justice Commission and Sheriffs' Commission in the student's manual of the Basic Law Enforcement Training program. Upon completion of each block of instruction, given the materials presented, the student should be able to achieve the stated training objectives on the administrative sheet at the beginning of each block of instruction.

FINANCIAL AID:

There are several financial aid and scholarship programs as well as the VA program that apply to this course. Please fill out financial aid packet and all other scholarship applications and return the applications to student services main campus in Supply (910- 755-7300 ext. 328) to see if you qualify.

ATTENDANCE POLICY:

A student must attend 100 percent of the class hours and make up any missed class.
You cannot miss more than 5 percent and receive a passing grade for the course. (State Regulations)

CLASS HOURS:

Credit 20 Hours (Total number of hours per course: 640)
Reviewed/Revised by: O. M. Blanton
Date: **07/12/2019**

CRITERIA:

1. Prior approval by BLET Director
2. 20 Years of age
3. Apply online at Brunswickcc.edu.
4. **Original** HS or GED Transcript (with percentile ranking) On-line transcripts are not acceptable.
5. Medical release from a NC Licensed Physician
6. No felony convictions or misdemeanor B convictions.
7. Criminal records check for local and state records for the time period since the trainee has become an adult. (Including maiden, aliases and/or any previous names used!) **Web-based searches are not acceptable.**
8. Brunswick Community College Sponsorship letter from a NC Public Law Enforcement Agency.
9. Accuplacer (Minimum score 136) or Rise English placement test (minimum score 75). Must be taken within 1 year of the first day of the BLET class.
10. Copy of birth certificate
11. A valid driver's license

ATTENDANCE POLICY

All absences must be approved. Students WILL be dismissed from class after one unexcused absence and will be dismissed after missing 5% of the scheduled class instruction, excused or unauthorized (State Regulations). **Tardiness will not be tolerated!**

IF YOU ARE LATE OR LEAVE EARLY FROM CLASS MORE THAN 2 TIMES IN A 30 DAY PERIOD WITHOUT PERMISSION YOU WILL BE DISMISSED FROM CLASS AND WILL RECEIVE AN F FOR YOUR FINAL GRADE All work missed due to absences must be made up by the student within 14 days and outside of regular class hours. Students are responsible for assignments and class activities regardless of reason for absence. The Director of Basic Law Enforcement Training will arrange make up classes for excused absences only upon the request by the student either on a one to one basis with a qualified instructor.

Excused absences are for injury sickness death in the family or work.

GRADING AND EVALUATION:

TO COMPLETE THIS COURSE AND RECEIVE A FINAL GRADE YOU MUST COMPLETE BELOW

1. You must pass all practical evaluations, and pass all written tests with an 80% or better.
2. Any person failing a section will take a make-up test. Each student is allowed only three (3) make-up tests per BLET course. The student will not receive a grade higher than 80 % on any make-up test, and you must retake the test within 14 days.
3. Any student who fails three (4) original tests will be dismissed from the program.
4. The 36 BLET topics are broken down into six units. Each student must maintain an overall average of 80% on each of the six units to be able to take the state exam. If you fail to maintain an 80% on any unit you will be removed from the class and your final grade will be an F**.**
5. Students will be required to complete 2 review test scheduled at the end of the first and second third of the program. Each student must successfully pass each review test with a 80% or higher prior to the BLET exit exam.
6. At the end of the class you will take the BLET exit exam, which consists of six separate units. Students must pass each unit of the exit exam with a grade of 80% or better in order to attend the final State exam. If a student does not attain a 80% or better on each unit, he/she will not be able to attend the final State exam and is allowed to re-take the exit exam once more within one week of the previous exit exam. If the student does not pass the second exit exam with 80% or better on each unit, the student will not be allowed to attend the final State exam, and may be required to participate in remedial training or re-enroll in a subsequent BLET program
7. You must take and pass all six (6) sections of the state exam with a 70% or higher.
8. Your final grade will be your class average. (All topic tests and review test plus the state exam)

NOTE- YOU MUST COMPLETE 100% OF THIS COURSE TO RECEIVE A FINAL GRADE

Evaluation on Practical Section: P: Pass, F: Fail

Tests: A-Excellent.....93-100
B- Good 85-92
C-Average 77-84
D-Below Average…70-76
F-Unsatisfactory 0-69

A student, must make a 80% or better to pass each block section of this certificate program and must pass all evaluation processes on each of the 35 sections. Additionally, students must maintain an overall 80% average before being allowed to take the state exam. Then he/she must pass the state exam to successfully finish this certificate program and receive a

final grade. The final grade will be (F) if the student does not complete 100% of the program. (State Regulations) Brunswick Community College regulations require that a student maintain a "C" average to receive a certificate from the college.

BCC ACADEMY REGULATIONS FOR B.L.E.T

RULES AND REGULATIONS FOR STUDENTS ATTENDING THE
BASIC LAW ENFORCEMENT TRAINING (BLET) PROGRAM
AT BRUNSWICK COMMUNITY COLLEGE,
2045 ENTERPRISE DR. LELAND, NORTH CAROLINA,
TELEPHONE- (910)755-8088 or (910)755-8087
FAX (910) 755-8089

Each student will be responsible for knowing and conforming to the below listed rules and regulations while attending the Basic Law Enforcement Training (BLET) Program at Brunswick Community College.

1. Instructors will be addressed by their respective rank or title, such as: "Captain", "Sergeant", Mr., Ms., etc.
2. Students shall maintain decorum in the classroom and shall treat all instructors with respect at all times.
3. The use of obscene language or profanity in public while in attendance at the BLET program is forbidden. Each student is encouraged to express herself/himself with clarity and use appropriate language as would be expected of ladies, gentlemen and professional police officers.
4. You will be seated and prepared to receive instructions at the time class is scheduled to commence. **All talking will cease immediately when the instructor is ready to begin.**
5. The student shall report absence due to sickness or emergencies to the School Director at the beginning of each school day. Instruction missed by excused or unexcused absences must be made up. Any unexcused absences will be grounds for dismissal. A student that is absent more than 5% of instructional hours, excused or unexcused will be dismissed from the program.
6. Students shall park their cars in designated areas only. Students may not park their cars in areas designated for staff, visitors, and handicapped or on the grass.
7. Student's personal hygiene and appearance shall not be neglected. Each student will be clean and neat in his/her personal appearance. Students must be clean- shaven at all times and keep hair trimmed and neat. Females will wear their hair pulled back and off the collar.
8. All students will be dressed in appropriate uniform while attending this program. The dress attire will be black BDU pants and black boots, a black belt purchased from your favorite store, a uniform polo shirt that must be purchased at the Brunswick Community College bookstore. Also, for PT you will need black shorts or black sweat pants, gray BLET t-shirt, and good support athletic shoes.
    i. Note: (shirt must be tucked in at all times and belt must be worn)
    ii. Uniform Classifications:
        - Class A Uniform (Polo Shirt/BDU Pants)
        - Class B Uniform (Grey T-Shirt/BDU Pants)
        - Class C Uniform (Grey T-Shirt/Shorts or sweats)

9. Students are asked to help maintain classroom cleanliness by placing trash in trash cans provided in the classroom.
10. Smoking and the use of smokeless tobacco are **not permitted** on school property anywhere.

11. Students will not use any study guides or old tests to study, unless they have been approved by the school director.
12. Students must wear appropriate uniform and wear a cap at all times when on the firing range or driving track. (Caps will be removed while inside a building or classroom)
13. No body piercing of any kind will be displayed in class. (Female students may wear small ear rings)
14. Attitude: You are expected to maintain a civil attitude in class. You may not use inappropriate offensive commentary or body language to show your attitude regarding the course, instructor, assignments or fellow students.
15. Cheating, fabrication, falsification, plagiarism or abuse of academic materials will be grounds for dismissal.
16. On all practical sections you will receive the rules and regulations for that section; any violation will be grounds for suspension from the program.
17. At no time will any student wear or have a firearm on Brunswick Community College campus unless authorized by the School Director. Students who are required to carry firearms from their respective agencies to class will make arrangements with the School Director prior to class. All firearm training will take place away from campus. There will be no showing of firearms or ammunition to other students in the parking area of Brunswick Community College.
18. While in class all guns will be unloaded unless your instructor has told you to load. Anytime you are on break, not on the line, not cleaning weapons, or the instructor is not with you, all guns and ammunition will be locked up. You are subject to dismissal from the (BLET) program for any violation of these firearm regulations.
19. The college will provide all firearms, duty gear and ammunition. However, if you are employed by an agency and have been issued firearms and leather gear, you may use departmental firearms and equipment the agency must provide ALL ammunition, practice and qualification
20. **All students must be off any property used or owned by the college that is used for BLET training within 15 min. from the time class ends.**
21. Any student who receives three written warnings for rules violations may be dismissed from the class.
22. Each person **will** notify the school director in **writing** at the time charges are filed of all criminal offenses which the trainee is arrested for or charged with before and during the BLET course. They must specify the nature of the offense and date and time of court, this includes any Domestic Violence Orders. Also you must notify the school director in writing telling him/her when the case is disposed of and the disposition.
23. **When the sponsor withdraws a student's sponsorship, that student is automatically removed from class. The sponsor will be notified of any problems in the class.**

24. **Students will not use their personal cell phones while in class, this includes texting, answering, or calling.** You may use your cell phone during your hourly break, or in an emergency. No personal laptops are allowed in class. The College provides Laptops/computers for testing on the appropriate test day.
25. **Failure to attend and complete the Orientation classroom portion will disqualify you from the BLET program.**

CONTACT INFORMATION:

BLET Training Staff:

BLET School Director:
Lt. Obbie M. Blanton (Ret.)
Brunswick Community College
2045 Enterprise Blvd.
Leland, NC 28451
Office: (910) 755-8087
Cell: (910) 279-5776
Fax: (910) 755-8089

Qualified Assistant:
James D. Smith (Ret.)
Brunswick Community College
2045 Enterprise Blvd.
Leland, NC 28451
Office: (910) 755-8088
Cell: (910) 604-0821

E-mail: blet@brunswickcc.edu

DISTRIBUTION

Each student will receive a copy of these rules and regulations on the first day of class.

Any violation of these rules may call for suspension from class for the first offense.

Students requiring services from the Student Development Department may receive assistance by calling 1-800-754-1050, extension 321, or by requesting assistance from the BLET Program Director. These services include, but are not limited to the following: academic, career and personal counseling, financial aid, health services, student activities, transcripts, and job placement. Student Development personnel are available Monday through Thursday, 8:00am 7:00pm and Friday, 8:00am - 5:00pm, or by appointment.

Brunswick Community College (BCC) reserves the right to eliminate, cancel, phase out, or reduce in size courses and/or programs for financial, curricular, or programmatic reasons. BCC recognizes that embracing diversity maximizes faculty and staff contribution to our goals and provides the best opportunity for student achievement.

BCC is an equal opportunity and affirmative action employer and does not discriminate on the basis of race, color, sexual orientation, religion, marital status, pregnancy, or age in any of its policies, procedures, or practices in compliance with Title VI of the Civil Rights Act of 1964, Title VII, Title SI, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, and the Age Discrimination Act of 1975.

CHECK-OFF LIST FOR BLET

Completed and ready to turn-in at first interview with BLET STAFF.

_____ BCC online application completed

_____ Medical release from a **NC** doctor (In application packet- Must be signed by student and doctor)

_____ Personal History Statement (F-3) (In application packet)

_____ Training Requirement (Signed)

_____ Original Official High School Transcripts must be on file at the college before you can start class. (Transcript Request Form in application packet)

_____Original Official College Transcripts must be on file at the college if applicant is applying for any type of financial aid.(i.e. GI Bill, Pell Grant, etc.) Contact each school directly to order a transcript.

_____Certified Copies of your criminal history from everywhere you have lived since turning legal adult age based on the state of residence. (This may vary from 16-18 years of age depending on state law.) (Criminal histories must be checked by any other names used, such as maiden. nicknames. previous names etc.)

_____A military background check, **if the student is prior military**. Special forms are available from the BLET Office. (Must submit a copy of DD-214 if applicable)

_____Copy of your birth certificate.

_____Accuplacer reading test or Rise English test... Contact Student Services at 910-755-7334 to schedule an appointment.

To be completed after acceptance into BLET program.

_____BLET Sponsorship letter. The School Director will verify your criminal histories first; you then will be given a blank sponsorship letter to be filled out and signed by your sponsoring agency. (Sponsoring agency must be a municipal, state or county agency.)

_____**Certified** DMV Driving record. Available from the Internet at www.dot.state.nc.us

_____Copy of a valid Driver's License

Transcript Request Form

This form must be completed and sent to the high school that you attended and graduated from. Applicants who completed a GED will provide a copy of the GED test results or a NC Equivalency in lieu of a high school transcript.

Name:_____

Maiden Name: _____

Social Security number:_____

Date of Birth:_____

Phone:_____

Current Address:_____

Name of High School attended:_____

Date of Graduation:_____

Please send official transcripts to:

Lt. Obbie M. Blanton
School Director for BLET

Brunswick Community College
PO BOX 30

Supply, NC 28462

My signature below authorizes the release of grades, transcripts and standardized test scores.

_____ _____

Signature Date

THE FOLLOWING ITEMS WILL BE MADE AVAILABLE THROUGH THE SCHOOL BOOK STORE AT TIME OF FINAL REGISTRATION:

BOOKS (Available at the BCC Book Store on Main Campus)

Arrest/Search & Investigation by Robert Farb	$ 166.50
Arrest/Search & Investigation cumulative Supplement, 2018	$ 45.50
2016 Emergency Response Guide Book	$ 5.50
Cumulative Supplement T/A NC Crimes 2017 Update	$ 55.50
NC Criminal & Traffic Law Manual	$ 54.00
North Carolina Crimes	$ 222.75
BLET Manuals, and binders	$ 180.25

REGISTRATION FEES $ 275.00

Cost offset for: College owned handguns, 1000+ rounds of 9mm ammunition, issued equipment, vehicle maintenance and fuel, lab fees, technical fees, and student accidental insurance.

CLOTHING (APPROXIMATIONS)

Uniform Polo Shirt (2-$26.00 each)	$ 52.00
BLET t-shirt (2-$18.00 each)	$ 36.00
Estimated Tax:	$ 55.22
Total Cost:	**$1,148.22**

THE FOLLOWING ITEMS ARE TO BE PURCHASED BY THE STUDENT PRIOR TO FIRST DAY OF CLASS AND ARE NOT AVAILABLE AT THE COLLEGE BOOKSTORE: (Please note the below prices are only estimates)

Black military/police style pants (BDU)	$ 30 - 50
Black military/police style boots (No steel-toe)	$ 40 - 100
Black military/police style belt	$ 10
Running shoes	$ 50
Physical training gear (black shorts/sweats)	$ 50

The below items are provided to the student by the BLET Program. Any student who wishes to purchase and use their own, may do so with prior approval from the BLET Staff.

FIREARMS EQUIPMENT

Shooting Glasses/Hearing protection

Flashlight and batteries

Not listed are the costs for background/DMV checks, student physical, transcript request costs, transportation cost, ect.

((07/29/2019)