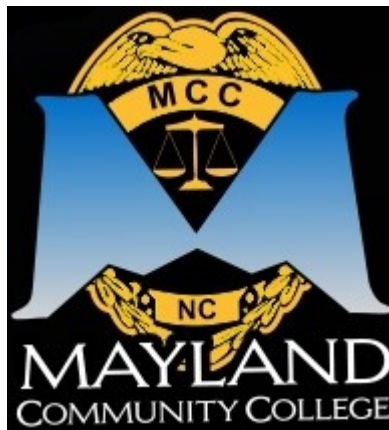


# CANDIDATE APPLICATION

Packet Due Date:

BLET packets must be hand delivered to Dana Crawford, BLET Director



**Dana B. Crawford, BLET Director**

**Office Phone: 828.766.1338**

**Email: [dcrawford@mayland.edu](mailto:dcrawford@mayland.edu)**

**Kayti Ledford, BLET Coordinator**

**Office Phone: 828.766.1341**

**Email: [kledford@mayland.edu](mailto:kledford@mayland.edu)**

**Susan Shephard, BLET Administrative Assistant**

**Office Phone: 828.766.1299**

**Email: [sshephard@mayland.edu](mailto:sshephard@mayland.edu)**

## **INSTRUCTIONS TO THE CANDIDATE**

**This application package is to be read and completed in its entirety. You are to pay special attention to the following:**

|                    |  |
|--------------------|--|
| <b>Section 1</b>   | <b>Candidate's Personal Data</b>                         |
| <b>Section 2</b>   | <b>Required Documentation Check-Off List</b>             |
| <b>Section 3</b>   | <b>Requirements for Admission</b>                        |
| <b>Section 4</b>   | <b>Access to State Forms</b>                             |
| <b>Section 5</b>   | <b>Criminal/Arrest History</b>                           |
| <b>Section 6</b>   | <b>Certification-NOTARY PUBLIC IS REQUIRED</b>           |
| <b>Section 7</b>   | <b>American's with Disabilities Act</b>                  |
| <b>Section 8</b>   | <b>Tuberculosis Risk Questionnaire</b>                   |
| <b>Section 9</b>   | <b>Exposure to Chemical Agents (CS, OC) Release Form</b> |
| <b>Section 10</b>  | <b>Sponsorship</b>                                       |
| <b>Section 10a</b> | <b>Tips for Requesting a Sponsorship</b>                 |
| <b>Section 11</b>  | <b>Bloodborne Pathogens</b>                              |
| <b>Section 12</b>  | <b>Course Blocks: Topic List and Hours</b>               |

**\*\*DO NOT SIGN THE CERTIFICATION UNTIL YOU ARE IN THE PRESENCE OF A NOTARY PUBLIC\*\***

## SECTION 1: CANDIDATE PERSONAL INFORMATION

|                                |     |
|--------------------------------|-----|
| <b>LEGAL NAME</b>              |     |
| <b>DATE OF BIRTH</b>           |     |
| <b>SOCIAL SECURITY NUMBER</b>  |     |
| <b>MAILING ADDRESS</b>         |     |
| <b>STATE</b>                   |     |
| <b>ZIP CODE</b>                |     |
| <b>TELEPHONE NUMBER</b>        | ( ) |
| <b>CELL PHONE NUMBER</b>       | ( ) |
| <b>EMAIL ADDRESS</b>           |     |
| <b>DRIVER'S LICENSE NUMBER</b> |     |
| <b>DATE</b>                    |     |

## SECTION 2: REQUIRED DOCUMENTATION CHECKLIST

\*\*Check off each block as you complete the requirements\*\*

|  |                  |
|--|------------------|
| Requirements for admission to Basic Law Enforcement Training   | Signature        |
| American's with Disabilities Act Statement (ADA)   | Signature        |
| Blood Borne Pathogens statement  | Signature        |
| Basic Law Enforcement Training Application   | Notary Required  |
| CJETSC Form F-1 LE (Medical History Statement)   | Signature        |
| CJETSC Form F-2 LE (Medical Examination Report)  | Signature        |
| CJETSA Form F-3 (Personal History)   | Signature/Notary |
| ICC Exposure to Chemical Agents Waiver   | Signature        |
| Certified copy of criminal history from every jurisdiction where candidate has resided since turning 16 years of age   |                  |
| Certified copy of Birth Certificate/Certificate of Naturalization  |                  |
| Copy of a valid driver's license   |                  |
| Copy of a valid Social Security card   |                  |
| Copy of High School Diploma/GED (transcripts are not accepted)   |                  |
| CASAS Reading Assessment test (minimum 10 <sup>th</sup> grade reading level required). This test is scheduled through the LRC (828.766.1358)   |                  |
| DD-214 (Separations from active military service) (if applicable)  |                  |
| Early Enrollment Waiver if 19 years of age (CJETSC)  |                  |
| Sponsorship Letter-Candidates must obtain sponsorship from a local or area law enforcement agency. Sponsorship will waive tuition cost for the candidate. A letter of sponsorship is included in the application packet. |                  |

## SECTION 3: REQUIREMENTS FOR ADMISSION

- Applied and accepted to Mayland Community College

- **Must be a citizen of the United States**
- **Must be 20 years of age**
- **Priority admission is given to individuals holding full-time employment with criminal justice agencies**
- **Must provide the School Director a medical examination report, properly completed by a physician licensed to practice medicine in North Carolina, a Physician’s Assistant, or a Nurse Practitioner, to determine the individual’s fitness to perform the essential job functions of a criminal justice officer.**
- **Must have a high school diploma or GED. High school diplomas earned through correspondence enrollment are not recognized towards the educational requirements.**
- **Must take a standardized reading comprehension test and score at a 10<sup>th</sup> grade level or higher within one year prior to entrance to Basic Law Enforcement Training.**
- **Must provide the School Director a certified criminal record check for local and state records for the time period since the trainee has become an adult and from all locations where the trainee has resided since becoming an adult. An Administrative Office of the Courts criminal record check or a comparable out-of-state criminal record check will satisfy this requirement.**
- **Must not have been convicted of any felony or a crime or unlawful act defined as a “Class B Misdemeanor” within the five year period prior to the date of application for employment unless the individual intends to seek certification through the North Carolina Sheriff’s Education and Training Standards Commission; or four or more crimes or unlawful acts defined as “Class B Misdemeanors” regardless of the date of conviction; or four or more crimes or unlawful acts defined as “Class A Misdemeanors” except the trainee may be enrolled if the last conviction occurred more than two years prior to the date of enrollment; or a combination of four or more “Class A Misdemeanors” or “Class B Misdemeanors” regardless of the date of conviction unless the individual intends to seek certification through the North Carolina Criminal Justice Education and Training Standards Commission.**

Every individual who is admitted as a trainee in the presentation of the Basic Law Enforcement Training Course shall notify the School Director of all criminal offenses which the trainee is arrested for or charged with, pleads no contest to, pleads guilty to or is found guilty of, and notify the School Director of all Domestic Violence Orders (G.S. 50B) which are issued by a judicial official and which provide an opportunity for both parties to be present. The notifications must be received by the School Director within 30 days of the date the case was disposed of in court.

**X**

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Candidate's Signature and date

## **SPECIAL NOTATION**

Specifically omitted from this requirement as a qualification for admission to this program shall be a DOT 10-Panel urine drug screening. Candidates must make an appointment with a laboratory to have the DOT 10-Panel urine drug screen. You may call:

- Blue Ridge Hospital Work Well- 828.766.1692
- LabCorp Laboratory in Asheville- 828.254.1376
- Wolfe Laboratory in Asheville- 800.230.2991

Candidate's initials: \_\_\_\_\_

## SECTION 4: ACCESS TO STATE FORMS

Cadets must complete the F-1 LE, F-2 LE, and F-3 LE forms in their entirety. To access these forms, follow this link to the [North Carolina Criminal Justice Education and Training Standards Commission](#). From this link you can download the F-1 LE, F-2 LE, and F-3 LE forms. Once you have filled out the forms, print them off and return them with your packet to the BLET Academy Director. Please be sure to save your completed documents to your computer. If you do not have access to the internet, a computer, or a printer, please notify the BLET Director and copies will be printed for your convenience.

Instructions for downloading forms:

- Login to the North Carolina Criminal Justice Education and Training Standards Commission website.
- On the homepage, hover over Law Enforcement Training & Certification
- The dropdown menu will show Criminal Justice Training and Education Standards, and a side menu will appear with Forms & Publications
- Click on Law Enforcement
- Scroll down and select the pdf's for F-1(LE), F-2(LE), and F-3(LE)

Print and complete each form in its entirety. Your packet must be returned in person to the BLET Program Director, Qualified Assistant, or Program Coordinator by the due date. Late packets will not be accepted.

If you have any questions, please contact:

- Dana Crawford, Program Director, 828.766.1338 or [dcrawford@mayland.edu](mailto:dcrawford@mayland.edu)
- Kayti Ledford, Program Coordinator, 828.766.1341 or [kledford@mayland.edu](mailto:kledford@mayland.edu)
- Susan Shephard, Administrative Assistant, 828.766.1299 or [sshephard@mayland.edu](mailto:sshephard@mayland.edu)

## **SECTION 5: CRIMINAL/ARREST HISTORY**

**DEPARTMENT OF JUSTICE**

**STATE OF NORTH CAROLINA**

**Criminal Justice Education and Training Standards Commission**

**Sheriff's Training and Standards Commission**

**Certification Prerequisite for Law Enforcement Officers**

In addition to the successful completion of a commission-accredited Basic Law Enforcement Training Program, to become eligible for certification as a law enforcement officer, each applicant must meet the following standards, which related to an applicant's criminal background.

Both commissions require the listing of committed and/or convictions, offenses you were charged with, and any arrests. For commission purposes, "convicted" or "conviction" means:

- a. A plea of guilty
- b. A verdict or finding of guilty by a jury, judge, magistrate, or other duly constituted, established, and recognized adjudicating body, tribunal, or official, either civilian or military
- c. A plea of no contest, nolo contendere, or equivalent an applicant is ineligible for certification as a law enforcement officer if you have committed or been convicted of:
  - a. A felony
  - b. A crime for which the punishment could have been imprisonment for more than two years
  - c. A crime or unlawful act for which the punishment could have been imprisonment of more than six months but less than two years and the crime or unlawful act occurred within five years of your application for certification
  - d. Four or more crimes or unlawful acts for which the punishment could have been imprisonment for less than six months



**NOTE: An applicant may be certified if the last conviction date in € occurred more than two years prior to the date of application for certification.**

**Each candidate must be able to truthfully answer NO to each of the following questions.**

**Answer each question**

**Have you ever been convicted of the following:**

|          |   |            |           |                |
|----------|---|------------|-----------|----------------|
| <b>1</b> | <b>A felony?</b>  | <b>Yes</b> | <b>No</b> | <b>Unknown</b> |
| <b>2</b> | <b>A crime of which the punishment could have been imprisonment for more than two years?</b>  | <b>Yes</b> | <b>No</b> | <b>Unknown</b> |
| <b>3</b> | <b>A crime or unlawful act for which the punishment could have been imprisonment for more than six months but less than two years and the crime or unlawful act occurred within five years of your application for certification?</b> | <b>Yes</b> | <b>No</b> | <b>Unknown</b> |
| <b>4</b> | <b>Four or more crimes or unlawful acts described in "C" above, regardless of the date of occurrence.</b>   | <b>Yes</b> | <b>No</b> | <b>Unknown</b> |
| <b>5</b> | <b>Four or more crimes or unlawful acts for which the punishment could have been imprisonment for less than six months.</b>   | <b>Yes</b> | <b>No</b> | <b>Unknown</b> |

**NOTE: An applicant may be certified if the last conviction date in question five occurred more than two years prior to the date of application for certification.**

**SECTION 6: CERTIFICATION**

STATE OF NORTH CAROLINA COUNTY OF \_\_\_\_\_

**Any false or misleading answer(s) to those questions as are set forth in section (5) of this application; and/or as to false or misleading data submitted as required in section (3) of this application, shall constitute grounds for denial of admission as a candidate to the Police Academy Training Program, OR immediate dismissal as a recruit therefrom.**

**I, \_\_\_\_\_ do hereby certify the information so submitted to be true and correct to the best of my knowledge.**

**Sworn on and subscribed before me, the undersigned authority upon this, the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.**

**X**

\_\_\_\_\_  
Candidates Signature

**X**

\_\_\_\_\_  
Notary Public

**My commission expires: \_\_\_\_\_**

## **SECTION 7: AMERICANS WITH DISABILITIES ACT**

**Having been signed into law July 26, 1990; the Americans with Disabilities Act attempts to remove workplace discrimination against those who have disabilities.**

**The Criminal Justice Training Center and Mayland Community College shall have as a goal, to be in full compliance with the spirit and intent of this Act and provisions therein.**

**We shall not knowingly discriminate against any qualified individual with a disability nor shall a qualified individual with a disability, by reason of said disability, be excluded from participation in or denied benefits of any program.**

**However; the following two (2) special considerations shall govern admission to this Criminal Justice Training Center BLET program:**

**1. Personal Characteristics:**

**Since law enforcement officers are required to enforce the law and they are exposed to certain temptations such as favoritism, corruption, or unlawful monetary gain; it is a business necessity that candidates exhibit a history and characteristics of honesty, reliability, interpersonal skills, integrity, and the ability to manage personal finances.**

**Additionally, law enforcement officers are frequently placed in a position of physical and mental stress. Therefore; a history of mental or physical disability may be grounds for denying employment for these factors may be a consideration during the hiring process. Applicants posing a substantial risk of injury to themselves, other officers and the public may be at a substantial disadvantage during the hiring process.**

**2. INEXPERIENCED LAW ENFORCEMENT OFFICER ESSENTIAL JOB FUNCTIONS:**

**The following are the “essential job functions” that are common to all inexperienced law enforcement officers in North Carolina, as determined by the NC Criminal Justice Education and Training Standards Commission and the Sheriff’s Education and Training Standards Commission. The successful applicant must be able to perform ALL of the essential job functions of an inexperienced law enforcement officer, generally**

unassisted and at a pace and level of performance consistent with the actual job performance requirements. This requires a high level of physical ability to include vision, hearing, speaking, flexibility, and strength.

1. Effect an arrest, forcibly if necessary, using handcuffs and other restraints; subdue resisting suspects using maneuvers and weapons and resort to the use of hands and feet and other approved weapons in self-defense.
2. Prepare investigative and other reports, including sketches, using appropriate grammar, symbols, and mathematical computations.
3. Exercise independent judgement in determining when there is reasonable suspicion to detain, when probable cause exists to search and arrest and when force may be used and to what degree.
4. Operate a law enforcement vehicle during both day and night; in emergency situations involving speeds in excess of posted limits, in congested traffic and in unsafe road conditions caused by factors such as fog, smoke, rain, ice, and snow.
5. Communicate effectively and coherently over law enforcement radio channels while initiating and responding to radio communications.
6. Gather information in criminal investigations by interviewing and obtaining the statements of victims, witnesses, suspects, and confidential informers.
7. Pursue fleeing suspects and perform rescue operations which may involve quickly entering and exiting law enforcement patrol vehicles, lifting, carrying and dragging heavy objects, climbing over and pulling oneself over obstacles, jumping down from elevated surfaces, climbing through openings, jumping over obstacles, ditches, and streams, crawling in confined areas, balancing on uneven or narrow surfaces and using body force to gain entrance through barriers.
8. Load, unload, aim and fire from a variety of body positions using handguns, shotguns, and other agency firearms under conditions of stress that justify the use of deadly force and at levels of proficiency prescribed in certification standard.
9. Perform searches of people, vehicles, buildings, and large outdoor areas which may involve feeling and detecting objects, walking for long

periods of time, detaining people, and stopping suspicious vehicles and persons. 10/31/2012.

10. Conduct visual and audio surveillance for extended periods of time.
11. Engage in law enforcement patrol functions that include such things as working rotating shifts, walking on foot patrol, and physically checking the doors and windows of buildings to ensure they are secure.
12. Effectively communicate with people, including juveniles, by giving information and directions, mediating disputes and advising of rights and processes.
13. Demonstrate communication skills in court and other formal settings.
14. Detect and collect evidence and substances that provide the basis of criminal offenses and infractions that indicate the presence of dangerous conditions.
15. Endure verbal and mental abuse when confronted with the hostile views and opinions of suspects and other people encountered in an antagonistic environment.
16. Perform rescue functions for accidents, emergencies and disasters to include directing traffic for long periods of time, administering emergency medical aid, lifting, dragging and carrying people away from dangerous situations and securing and evacuating people from particular areas.
17. Process and transport prisoners and committed mental patients using handcuffs and other appropriate restraints.
18. Put on and operate a gas mask in situations where chemical munitions are being deployed.
19. Extinguish small fires by using a fire extinguisher and other appropriate means.
20. Read and comprehend legal and non-legal documents, including the preparation and processing of such documents as citations, affidavits, and warrants.
21. Process arrested suspects to include taking their photographs and obtaining an eligible set of inked fingerprint impressions.

**NOTE: The successful candidate must be able to perform ALL of the above listed essential job functions of an inexperienced law enforcement officer, unassisted, and at a pace and level of**

**performance consistent with the actual job performance requirements. This requires a high level of physical ability to include vision, hearing, speaking, flexibility, and strength.**

**X**

---

Candidate Signature and Date

## SECTION 8: TUBERCULOSIS RISK QUESTIONNAIRE

|          |   |                          |            |                          |           |
|----------|---|--------------------------|------------|--------------------------|-----------|
| <b>1</b> | Were you born outside the USA in one of the following parts of the world: Africa, Asia, Central America, South America, or Eastern Europe?  | <input type="checkbox"/> | <b>YES</b> | <input type="checkbox"/> | <b>NO</b> |
| <b>2</b> | Have you traveled outside the USA and lived for more than one month in one of the following parts of the world: Africa, Asia, Central America, South America, or Eastern Europe?  | <input type="checkbox"/> | <b>YES</b> | <input type="checkbox"/> | <b>NO</b> |
| <b>3</b> | Do you have a compromised immune system caused by any of the following conditions: HIV/AIDS, organ or bone marrow transplantation, diabetes, immunosuppressive medicines (e.g. Prednisone, Remicade), Leukemia, lymphoma, cancer of the head or neck, gastrectomy or jejunal bypass, end-stage renal disease (on dialysis), or silicosis? | <input type="checkbox"/> | <b>YES</b> | <input type="checkbox"/> | <b>NO</b> |
| <b>4</b> | Have you ever participated in one of the following: used crack cocaine, injected illegal drugs, worked or resided in jail or prison, work or resided at a homeless shelter, or worked as a healthcare worker in direct contact with patients?   | <input type="checkbox"/> | <b>YES</b> | <input type="checkbox"/> | <b>NO</b> |
| <b>5</b> | Have you ever been exposed to anyone with infectious tuberculosis?  | <input type="checkbox"/> | <b>YES</b> | <input type="checkbox"/> | <b>NO</b> |

### Tuberculosis Symptom Questionnaire

**Do you currently have any of the following symptoms?**

|          |  |                          |            |                          |           |
|----------|--|--------------------------|------------|--------------------------|-----------|
| <b>1</b> | Unexplained cough lasting more than three weeks?               | <input type="checkbox"/> | <b>YES</b> | <input type="checkbox"/> | <b>NO</b> |
| <b>2</b> | Unexplained fever lasting more than three weeks?               | <input type="checkbox"/> | <b>YES</b> | <input type="checkbox"/> | <b>NO</b> |
| <b>3</b> | Night sweats (sweating that leaves bedclothes and sheets wet)? | <input type="checkbox"/> | <b>YES</b> | <input type="checkbox"/> | <b>NO</b> |
| <b>4</b> | Shortness of breath?   | <input type="checkbox"/> | <b>YES</b> | <input type="checkbox"/> | <b>NO</b> |
| <b>5</b> | Chest pain?  | <input type="checkbox"/> | <b>YES</b> | <input type="checkbox"/> | <b>NO</b> |
| <b>6</b> | Unintentional weight loss?                                     | <input type="checkbox"/> | <b>YES</b> | <input type="checkbox"/> | <b>NO</b> |
| <b>7</b> | Unexplained fatigue (very tired for no reason)?                | <input type="checkbox"/> | <b>YES</b> | <input type="checkbox"/> | <b>NO</b> |

## SECTION 9: EXPOSURE TO CHEMICAL AGENT (CS, OC) RELEASE FORM

**To the examining physician:**

**During training and observation, this individual will be exposed to chemical agents during mandated riot control training. Individuals with respiratory difficulties, including asthma, are not suitable candidates for this training and/or process. Please certify that this individual is physically able to engage in training exercises using chemical agents.**

**Candidate's name:**

|            |             |    |
|------------|-------------|----|
| Last name: | First name: | MI |
|------------|-------------|----|

X

\_\_\_\_\_  
Cadet's Signature and Date

X

\_\_\_\_\_  
Provider's Signature and Date

**Provider's Name (Print):**

\_\_\_\_\_

**Name of Practice:**

\_\_\_\_\_



**SECTION 10: SPONSORSHIP**  
**MAYLAND COMMUNITY COLLEGE LETTER OF SPONSORSHIP**

**TO THE MAYLAND COMMUNITY COLLEGE BLET SCHOOL DIRECTOR**

Please admit the individual named below in Mayland Community College's BLET school under sponsorship of the below named enforcement agency.

By requesting the admission of this individual, I am attesting to the fact that a background check was conducted and revealed nothing that would prohibit this individual from being employed by a law enforcement agency. Furthermore, I attest that I am aware of nothing in this person's character or reputation that would bring discredit upon my agency, law enforcement, or Mayland Community College.

In the event this individual is not currently employed by this agency, he/she understands that this sponsorship does not guarantee them employment with this or any other law enforcement agency, nor does this sponsorship express or imply in any way a guarantee of employment in law enforcement with this agency or any other agency in the future.

I further attest the below named individual is at least 20 years of age.

The below named individual and I are aware of the supply fee and book cost for the BLET school. Supply fee and books will be paid by

\_\_\_\_\_.

(Individual or Agency)

X

\_\_\_\_\_  
Signature of Agency Representative and Date

Agency Name: \_\_\_\_\_

X

\_\_\_\_\_  
Cadet Signature and Date

## **SECTION 10a: TIPS FOR REQUESTING A SPONSORSHIP**

Obtaining a sponsorship from a law enforcement agency is very important. Obviously, first impression is of the utmost importance. Below, you will find information on how you should dress and conduct yourself in a professional manner when you meet with an official with the agency you are seeking sponsorship.

- 1. PROFESSIONAL APPEARANCE:** To project a professional image, dress conservatively and choose sobering colors such as blue, grey, and beige. Be mindful of personal hygiene, and wear minimal accessories, jewelry, and make-up. Do not wear aftershave or perfume. Footwear should be polished and in impeccable condition.
- 2. INTRODUCTIONS:** As you enter the interviewing room, greet everyone with a firm handshake. Maintain good eye contact and smile. Remember, you are applying for a law enforcement sponsorship. This is a field in which you have to interact with the public. You want to exhibit confidence in yourself and in your chosen profession.
- 3. POSTURE:** Walk into the interview with confidence and take a seat when invited to Rest your hands lightly on your lap. Keep your feet together firmly planted on the ground. If you want to change positions, you may cross your ankles, but refrain from crossing your legs. Sit back in your seat instead of on the edge of your chair.
- 4. HOW TO ADDRESS LAW ENFORCEMENT PERSONNEL:** Make sure you address whom you are speaking with by their title, for example, Chief Smith, Sheriff Moore, Lieutenant Greene. Even if the interviewer(s) appear casual, refrain from engaging in familiarity. Remain cordial and professional.
- 5. BE INQUISITIVE:** Asking questions proves that you are interested in law enforcement and that you are willing to work hard. Write down questions you would like to ask before your interview.
- 6. CELL PHONES:** Texting or receiving a phone call during your interview is prohibited. Leave your cell phone in the vehicle.
- 7. BE COURTEOUS:** Be sure to say, "I appreciate the opportunity to meet with you". Always thank the interviewer(s) for their time and let them know you look forward to hearing from them.

## **SECTION 11: BLOODBORNE PATHOGENS**

**Rules and regulations have been set forth by the United States Occupational Safety and Health Administration (OSHA) governing bloodborne pathogens and the possible exposure thereto.**

**Bloodborne pathogens means pathogenic microorganisms that are present in human blood and can cause disease in humans. These pathogens include, but are not limited to, Hepatitis B Virus (HBV) and Human Immunodeficiency Virus (HIV).**

**Due to the scope and nature of Basic Law Enforcement Training, which involves various blocks of instruction, the potential exists whereby a candidate may be exposed to and/or come in contact with the blood from another trainee. Such an exposure potential is considered as being minimal; and any or all such contact is considered as being unintentional; the possibility does exist.**

**Therefore, each candidate is hereby notified as to the availability of a vaccination for the Hepatitis B Virus (HBV). Should a candidate elect to receive this vaccination, it shall be done so at the personal expense of the candidate. Candidates who become enrolled in the Basic Law Enforcement Training program shall be required to select from the following options:**

- 1. Have already received the vaccination process.**
- 2. Undergo the vaccination process (doing so at the candidate's expense)**
- 3. Execute a waiver of liability upon behalf of the Criminal Justice Training Center and Mayland Community College.**

**The candidate shall retain the option to elect to receive the vaccination after execution of the waiver should he/she decide to do so. It shall be done at the personal expense of the candidate.**

**X**

---

Candidate's Signature and Date

## SECTION 12: COURSE BLOCKS

| <b>BLET TOPIC LIST</b>                              | <b>HOURS PER BLOCK</b> |
|---|------------------------|
| Course Orientation                                  | 2                      |
| Physical Fitness                                    | 54                     |
| Ethics for Professional Law Enforcement             | 4                      |
| Arrest, Search, & Seizure/Constitutional Law        | 28                     |
| Elements of Criminal Law                            | 24                     |
| Communication Skills for Law Enforcement Officers   | 8                      |
| Law Enforcement Communication & Information Systems | 8                      |
| Field Notetaking & Report Writing                   | 12                     |
| Interviews: Field and In-Custody                    | 16                     |
| Subject Control Arrest Technique (SCAT)             | 40                     |
| Juvenile Law  | 8                      |
| Fingerprinting and Photographing Arrestees          | 6                      |
| Responding to Victims and the Public                | 10                     |
| Firearms  | 48                     |
| Criminal Investigation                              | 34                     |
| Alcohol Beverage Control (ABC) Laws and Procedures  | 4                      |
| Motor Vehicle Law                                   | 20                     |
| Law Enforcement Driver's Training                   | 40                     |
| Crime Prevention Techniques                         | 6                      |
| First Responder                                     | 32                     |
| Domestic Violence Response                          | 16                     |
| Controlled Substance                                | 12                     |
| Techniques of Traffic Law Enforcement               | 24                     |
| In-Custody Transportation                           | 8                      |
| Traffic Crash Investigation                         | 24                     |
| Explosives and Hazardous Materials Emergency        | 12                     |
| Individuals with Mental Illness                     | 24                     |
| Crowd Management                                    | 12                     |
| Preparing for Court and Testifying                  | 12                     |
| Patrol Techniques                                   | 28                     |
| Sheriff's Responsibilities: Detention Duties        | 4                      |
| Sheriff's Responsibilities: Court Duties            | 6                      |
| Civil Process                                       | 24                     |
| Anti-Terrorism                                      | 4                      |
| Rapid Deployment                                    | 8                      |
| Human Trafficking                                   | 2                      |
| Testing and Review                                  | 16                     |
| <b>TOTAL HOURS</b>                                  | <b>640</b>             |

**\*OPTIONAL TRAINING: TASER, PEPPER SPRAY, AND ASP (BATON) TRAINING**

**BLET PRICE LIST**  
**REQUIRED TEXT/SUPPLEMENTS**

**NOTE: Every student must have a copy of these texts during BLET. More current editions may be used when they become available from the publisher.**

| TEXT   | COST            |
|--|-----------------|
| Arrest, Search, & Investigation Farb, Robert, Arrest, Search, and Investigation in North Carolina. 5 th ed. Chapel Hill, NC: Longleaf, Inc., 2016. ISBN 9781560118596  | \$166.00        |
| Arrest, Search, & Investigation SUPPLEMENT Tyner, Christopher & Welty, Jeffrey B., Arrest, Search, and Investigation in North Carolina SUPPLEMENT. Chapel Hill, NC: Longleaf, Inc., 2018. ISBN 9781560119364 | \$48.75         |
| North Carolina Crimes Smith, Jessica, North Carolina Crimes. 7 th ed. Chapel Hill, NC: Longleaf, Inc., 2012. ISBN 9781560116820  | \$223.00        |
| North Carolina Crimes SUPPLEMENT 2019 Smith, Jessica, North Carolina Crimes SUPPLEMENT. Chapel Hill, NC: Longleaf Inc., 2019. ISBN 9781560119777   | \$62.50         |
| North Carolina Motor Vehicle Law Motor Vehicle Laws of North Carolina Annotated. Park City, Utah: Blue360 Media, 2019-2020, ISBN 9781641306263   | \$66.00         |
| North Carolina Criminal Law and Procedure North Carolina Criminal Law and Procedure. Charlottesville, VA: The LexisNexis Group, 2019. ISBN 9781522191056   | \$78.00         |
| Student Lesson Plan disc   | \$50.00         |
| <b>Total</b>   | <b>\$694.25</b> |

\*\*The BLET manual will be downloaded to the iPad\*\*

## OTHER COSTS

| ADDITIONAL REQUIREMENTS       | COST            |
|-------------------------------|-----------------|
| Apple iPad Rental Fee         | \$200.00        |
| Membership to Fitness Express | \$102.00        |
| Ammunition Fee                | \$100.00        |
| Insurance                     | \$1.20          |
| <b>TOTAL</b>                  | <b>\$403.00</b> |

## REQUIRED UNIFORMS

| ITEM           | COST                            |
|----------------|---------------------------------|
| Polo Shirt     | \$31.95                         |
| Tee Shirt      | \$15.95                         |
| Hoodie S-XL    | \$25.50                         |
| Hoodie 2XL-4XL | \$27.50-2XL, \$28.50-3-4XL      |
| Hat            | \$19.95                         |
| <b>TOTAL</b>   | <b>Approximately \$1,075.00</b> |

**\*\*NOTE: DO NOT MAKE ANY PURCHASES UNTIL YOUR PACKET HAS BEEN RETURNED AND CERTIFIED BY THE DIRECTOR OF THE BLET PROGRAM\*\***

## BLET UNIFORM ORDER FORM

|                      |
|----------------------|
| <b>NAME:</b>         |
| <b>PHONE NUMBER:</b> |
| <b>EMAIL:</b>        |

| DATE | ITEM           | COST                             | SIZE | QUANTITY | TOTAL |
|------|----------------|----------------------------------|------|----------|-------|
|      | Polo           | \$31.95                          |      |          |       |
|      | Tee Shirt      | \$15.95                          |      |          |       |
|      | Hoodie S-XL    | \$25.50                          |      |          |       |
|      | Hoodie 2XL-4XL | \$27.50 (2XL)<br>\$28.50 (3-4XL) |      |          |       |
|      | Hat            | \$19.95                          |      |          |       |

**\*\*Please indicate the items you wish to order and return this form to the BLET director.  
Please be specific with size and quantity\*\***

