



**BEN CLARK TRAINING CENTER**  
 RIVERSIDE COUNTY SHERIFF'S DEPARTMENT  
 16791 DAVIS AVENUE - SUITE A, RIVERSIDE, CA 92518  
 (951) 486-2800



**COURSE TITLE:**

**ADULT CORRECTIONS OFFICER CORE COURSE**

**OVERVIEW:** The Basic Correctional Deputy Academy is a 368-hour course that exceeds the minimum training requirements of section 179 of the California Code of Regulations and meets the 832 P.C. training requirements of 831.5 P.C.

In addition to the STC requirements, this course includes Hostage Management, Interview and Interrogation, Baton Techniques, Carotid Restraint, Chemical Agents (OC), Less-Lethal Munitions, First Aid & CPR Certification, Officer Liability, Drill and Ceremony, Staff Sexual Misconduct with Inmates, Basic English and Grammar Skills, Gangs, Defensive Tactics, and Emergency Response Training (ERT).

All students who successfully graduate will participate in a formal graduation ceremony.

**PREREQUISITE:** Students must be in excellent physical condition. A statement of physical and medical fitness from a physician is required. College students must have successfully completed the Orientation to the Correctional Deputy Academy (ADJ804) prior to the academy start date.

**ADDITIONAL COURSE INFORMATION:** N/A

DATE(S):	CLASS #	START:	TO	END	COST:
	88	11-12-19		01-21-20	\$1,620.11
** EAST - C.O.D.	89	01-27-20		04-02-20	\$1,620.11
	90	02-10-20		04-21-20	\$1,620.11
	91	05-11-20		07-21-20	\$1,620.21
** EAST - C.O.D.	92	06-01-20		08-07-20	\$1,620.21
	93	08-10-20		10-20-20	\$1,620.21

**DAYS:** WEEKDAYS

**TIMES:** 9/80 WORK WEEK - TIMES VARY



[Click to receive notifications when classes are updated](#)

**LOCATION:** Ben Clark Public Safety Training Center, 16791 Davis Avenue Riverside, CA 92518

[BCTC Campus Map](#)

[ECTC Map](#)

**CERTIFICATION:** THE COURSE IS CERTIFIED BY STANDARDS AND TRAINING FOR CORRECTIONS.

STC # 00651392  
 MVC # ADJ-C1D

**COURSE HOURS:** 368

**COLLEGE UNITS:** 14

**INSTRUCTORS:** All instructors are experienced in their fields and are STC-certified.

**PLEASE READ ENTIRE FLYER!!  
 IMPORTANT COLLEGE INFORMATION LISTED BELOW!!**



**BEN CLARK TRAINING CENTER**  
 RIVERSIDE COUNTY SHERIFF'S DEPARTMENT  
 16791 DAVIS AVENUE - SUITE A, RIVERSIDE, CA 92518  
 (951) 486-2800



**NEW COURSE INFORMATION**

Please be advised, there have been some important changes to the Adult Corrections Officer Core Course, effective immediately! **Please read entire course flyer!!**  
 This class is now being sponsored by Moreno Valley College, which means students will now earn **14 units of college credits**.

**IMPORTANT!!** Prior to arriving to class, **all personnel** attending **MUST** complete a **MANDATORY** online application, print the Confirmation page, and complete the Class Information Form at the end of this flyer. The Confirmation page and Class Information Form will be collected at the **beginning** of class. To avoid any unnecessary delays during classroom time, please have these documents prepared in advance.

THIS COURSE IS LIMITED TO 70 STUDENTS AND RESERVATIONS WILL BE MADE ON A FIRST-COME, FIRST-SERVED BASIS. FOR ENROLLMENT, CONTACT THE COURSE COORDINATOR.

**\*Registrants have sole responsibility to communicate event information to their agency supervisors/ liaisons. Agency/Organization photo ID required at check-in.**

**\*\*AN MVC ADMISSION APPLICATION MUST BE FILLED OUT BY EACH STUDENT PRIOR TO ATTENDING CLASS.** Please bring a copy of the Confirmation Page and the Class Information Form (last page of course flyer) to the first day of class. This information will be processed by Moreno Valley College so each student receives applicable units for the class.

You must pre-enroll with Moreno Valley College. Go to [www.opencccapply.net](http://www.opencccapply.net) and follow the directions to sign in or create a new account.

1. Go to: <http://www.mvc.edu>
2. Under the "Gateways" column listed on the right side, select the "Apply for College" link. From the "Apply for College" page, scroll down to select "Apply for College Online."
3. Open CCC Log In Screen - Enter your personal information as either a New User or Returning User to begin your application. **As a New User, you will have to create an account first before starting the application process.**
4. Enter the following Enrollment information as you complete the application:

**Term applying for:** Select Appropriate Term based on the Start Date of the Class.

- Summer Semester:** June 8, 2019 - Jul 25, 2019
- Fall Semester:** July 26, 2019 - Dec 14, 2019
- Winter Semester:** Dec 15, 2019 - Feb 13, 2020
- Spring Semester:** Feb 14, 2020 - June 12, 2020

- A. Educational Goal:** Select: Advance in Current Job/ Career (update job skills)
- B. College & Major:** Select: Moreno Valley College  
 Select: COA, Admin of Justice: Law Enforcement

**5. Bring a copy of your Application Confirmation Page to first day of class. This form provides your name, confirmation number, CCCID number, and date submitted to the college, which will help us register you into the class. You can also obtain a copy of this page by accessing "My Applications."**

The Corrections Academy **gear bag**, which includes the additional classroom materials, P.T./ D.T equipment, is required for the first day of the academy and should be purchased through the LEAPS PX.

The **student health service fee** (\$20.00 for Winter/Summer and \$17.00 for Fall/Spring) and tuition must be paid directly to Moreno Valley College via Web Advisor. The **non-residency tuition** is \$176.00 + \$46.00 per unit.

**PRE-ENROLLMENT  
 & \*\* MVC  
 APPLICATION:**

**COST  
 BREAKDOWN/  
 SUMMARY**



**BEN CLARK TRAINING CENTER**  
 RIVERSIDE COUNTY SHERIFF'S DEPARTMENT  
 16791 DAVIS AVENUE - SUITE A, RIVERSIDE, CA 92518  
 (951) 486-2800



	<b>Resident:</b>	<b>Non-Resident</b>	<b>Pay To:</b>
<b>Tuition</b>	598.00		Moreno Valley College
<b>Tuition</b>		2886.00	Moreno Valley College
<b>Materials</b>	687.00	687.00	Riverside Sheriff
<b>Gear Bag</b>	315.11	315.11	Riverside Sheriff - LEAPS PX
<b>Student Health Fee</b>	20.00	17.00	Moreno Valley College
(\$15 for Summer)			
<b>Total</b>	<b>\$1,620.11</b>	<b>\$3,905.11</b>	

**PAYMENT OPTIONS:**

*We are now requiring payment to be sent at least 2 weeks prior to the start of the class. We accept Check, Money Order or Credit Card.*

**Check or Money Order** Payable to:  
 Riverside County Sheriff/Ben Clark Training Center  
 Attn: BCTC Course Fees  
 Accounting & Finance  
 16791 Davis Ave., Riverside, CA 92518  
 951-486-2786



**Credit Card by Phone:** (Additional fee if paid by credit card.)  
 For details, please contact:  
**Course Fees Accounting Technician (951-486-2786)**  
[BCTCCourseFees@riversidesheriff.org](mailto:BCTCCourseFees@riversidesheriff.org)

**We do not bill or invoice for classes.**

**CANCELLATION:**

This course is sponsored by the Riverside County Sheriff's Department, Ben Clark Training Center. Courses are offered based on scheduled attendance. Once scheduled, failure to attend, or cancel at least ten days prior to the start of the class, will result in a charge for the full course fee, less any applicable college unit fees. An alternate student, from the same agency, may fill the reservation.

**COORDINATOR:**

**SR. CORRECTIONAL CORPORAL SARI HARRIS**

**EMAIL:**

[sdharris@riversidesheriff.org](mailto:sdharris@riversidesheriff.org)

**CONTACT PHONE:**

951-486-2800                      951-486-2877

**LODGING:**

Reservations for lodging must be arranged by the students or by their agencies. Low cost, dormitory-style lodging is available on site. For information on lodging, please call 951-486-2802.

**DRESS CODE WILL BE ENFORCED:**

Students must wear department-issued uniform or casual business attire. No shorts, jeans, flip-flops, or T-shirts.  
 See [BCTC Dress Code](#)

**REQUIRED EQUIPMENT:**

N/A

**SPECIAL INSTRUCTIONS:**

N/A



**BEN CLARK TRAINING CENTER**  
 RIVERSIDE COUNTY SHERIFF'S DEPARTMENT  
 16791 DAVIS AVENUE - SUITE A, RIVERSIDE, CA 92518  
 (951) 486-2800



**DRESS CODE  
 WILL BE  
 ENFORCED:**

**ACADEMY RECRUIT GEAR**

**ACADEMY UNIFORM**

<u>ITEM</u>	<u>QTY</u>	<u>ITEM</u>	<u>QTY</u>
Academy Gear Bag, Black	1	"Flying Cross" Tan Long or Short Sleeve "Class C" Shirt	2
Academy Hat, Black	1	Green Cloth Name Tag w/ Yellow Letters- <u>sewn over rt pocket</u>	2
CTC Water Bottle	1	"Propper" Olive Green Battle Dress Uniform (BDU) Pant	2
CPR Safety Mask	1	Grn Cloth Name Tag w/ Yellow Letters- <u>sewn over rt rear pocket</u>	2
Pen	1	Black Leather Basket Weave Trouser Belt, 1", w/ Nickel Buckle	1
Pencil #2	2	Black Military Style Boots (High Top, Lace Up, Plain Toe)	1
8 X 11 Notebook	2	Black Socks	5 Pairs
BIC Wite-Out	1	White Socks (Plain, No Higher Than Just Below Calf)	5 Pairs
Mini Stapler	1	Running Shoes	1 Pair
Yellow Highlighter	1		
Pencil Sharpener	1	<b>ADDITIONAL REQUIRED GEAR</b>	
3 X 5 Notebook	1	<u>ITEM</u>	<u>QTY</u>
Camelbak Hydrobak Bottle, Black	1	Black Leather Basket Weave Cuff Case	1
Mouth Guard	1	Black Leather Basket Weave Key Holder w/ Velcro Closure	1
2 GB Flashdrive	1	Black Leather Basket Weave Pepper Spray Holder (3oz Can)	1
Exercise Band, Green	1	Black Leather Basket Weave Sam Browne, 2" w/ Nickel Buckle	1
Superband 1", Black	1		
Academy Jacket, Black	1	<b>** CLASS A UNIFORM ITEMS NEEDED BY <u>WEEK 5</u> OF THE ACADEMY **</b>	
T-Shirt, Dark Green, Short Sleeve	2	"Flying Cross" Tan Long Sleeve "Class A" Shirt	1
Shorts, Black	2	Black Tie (Clip On)	1
Sweat Pants, Dark Green	1	Gold Tie Bar	1
Sweat Shirt, Dark Green	1	Gold Name Plate (Last Name Only)	1
Compression Shorts, Black	1	Dark Green Wool-Poly Blend Trousers (No Stripe on the Sides)	1
Beanie, Black	1		
Gloves, Black	1 Pair		

**NOTE: OUTSIDE AGENCIES WILL USE THEIR PATCHES ON THE RECRUIT UNIFORM & THEIR AGENCY CLASS A UNIFORM**

**HIGHLIGHTED ITEMS ARE NEEDED PRIOR TO THE START OF THE ACADEMY**

**AND CAN BE PURCHASED FROM THE L.E.A.P.S. STORE HERE AT BCTC**

Running shoes are the single most important part of this gear. Do not purchase 'cross-training' or 'trail running' shoes. These should be purchased and broken in before the Academy starts.



**BEN CLARK TRAINING CENTER**  
RIVERSIDE COUNTY SHERIFF'S DEPARTMENT  
16791 DAVIS AVENUE - SUITE A, RIVERSIDE, CA 92518  
(951) 486-2800



The uniforms and equipment may be obtained at the following locations:

**LEAPS- PX STORE**

(Ben Clark Training Center)  
16971 Davis Ave.  
Riverside, CA. 92518  
(951) 486-2912

Hours:  
M-TH 9:00am-3:00pm

**GALLS/ INLAND UNIFORMS**

1865 Iowa Ave.  
Riverside, CA. 92507  
(951) 781-6366

Hours:  
M-F 9:00am-5:00pm  
Sat 9:00am-2:00pm

**P & P UNIFORMS**

4529 Innovation Drive  
Riverside, CA. 92518  
(951) 776-0048

Hours:  
M-F 9:00am-6:00pm  
Sat 9:00am-2:00pm

**REQUIRED  
EQUIPMENT:**

N/A

**SPECIAL  
INSTRUCTIONS:**

N/A



**BEN CLARK TRAINING CENTER**  
 RIVERSIDE COUNTY SHERIFF'S DEPARTMENT  
 16791 DAVIS AVENUE - SUITE A, RIVERSIDE, CA 92518  
 (951) 486-2800



PUBLIC SAFETY EDUCATION AND TRAINING

CLASS INFORMATION FORM

The following information will be used solely for record keeping purposes by Riverside Community College District, Riverside County Sheriff's Department and the Commissions on Peace Officer Standards and Training (POST).

Course Title \_\_\_\_\_

Date(s) of Class: \_\_\_\_\_

(PRINT) Last Name \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_

Social Security Number \_\_\_\_\_ DOB: // \_\_\_\_\_ Gender M F

Mailing Address: \_\_\_\_\_

Street

City

Zip

Home Phone

Business or Cell Phone

Agency employed by, if applicable: \_\_\_\_\_

Position with Agency: \_\_\_\_\_

Peace Officer ( )    Non Peace Officer ( )    Full Time ( )    Part-Time ( )

\_\_\_\_\_  
 Today's Date

\_\_\_\_\_  
 Signature