

West Central Texas Law Enforcement Academy
TRAINING CALENDAR
1st Quarter
January – March 31, 2010

Date	Hrs	Course	Location	Tuition
January 4 – 20 8 am – 5 pm No class-January 18th	96	Basic Corrections Officer - Course #1007 - Course is required for all county jailers in Texas. Prepares the students to take the state licensing examination for county jailers. All applicants must meet minimum requirements for Basic Corrections Officer as set forth by TCLEOSE, and must be sponsored by a law enforcement agency. <u>Students must also complete an Accuplacer Computer Placement test. Please contact our office for additional applicant information. All students are required to experience OC Spray for successful completion of the course. Copy of temporary Corrections Officer license required, if already employed. Limited to 20</u>	Abilene WCTLEA 3650 Loop 322	\$240 plus \$20 testing fee
January 11 – 12 6 pm – 10 pm	8	Asset Forfeiture & Racial Profiling – Course #3257 – This combined course is legislatively mandated for officers receiving Intermediate certification. <u>Limited to 30</u>	Abilene WCTLEA 3650 Loop 322	\$28
January 13 – 15 8 am – 5 pm	24	Instructor Development – Beyond The Basics – Course #38700 - This course provides instruction in CANCELLED course. <u>TCLEOSE class. Limited to 20</u>	Abilene WCTLEA 3650 Loop 322	\$84
January 19 – 22 9 am – 6 pm	32	Intermediate Arrest Search and Seizure – Course #2108 – One of the five core courses required for Intermediate Peace Officer Certification. <u>Law Enforcement personnel must submit a copy of TCLEOSE Peace Officer License with enrollment form and tuition. Limited to 30</u>	Winters City Hall Council Chambers 310 S. Main	\$112
January 25 6 pm – 10 pm M-F & Saturdays 8 am -5pm	750	Basic Peace Officer - Course #1000 – Application/enrollment process for this basic course has begun and deadline for submission is December 21, 2009. If you know of anyone interested, please have them contact the Law Enforcement Academy at #325-672-1197 for application information.	Snyder City Annex Bldg 2311 Ave. T	\$1500
February 2 1 – 5 pm	4	State and Federal Law Update – Course #3181 – This course covers the 80 th Texas Legislative changes in the Penal Code, CCP, Transportation Code, and other miscellaneous sections including Federal Case Laws. This course is mandated TLCEOSE requirement. Student will receive a 2009-2010 Lexis-Nexis law book as part of registration. <u>Law Enforcement personnel must submit a copy of TCLEOSE Peace Officer License with enrollment form and tuition. Limited to 40</u>	Abilene WCTLEA 3650 Loop 322	\$35
February 16 1 pm – 4 pm	3	Texas Notary Law and Procedures Seminar – This course is open to both Texas Notaries and those prospective notaries. This course will cover current notary laws, proper record keeping, avoiding official misconduct, administering oaths and acknowledgement, and other required documentation. State Applications for new applicants and renewing notaries will be available for processing at the seminar. Please see attached flyer for registration. <u>Do not send an pre-enrollment form.</u> Registration can be done by calling #512-497-2253 or emailing dixielucey@prodigy.net for more information.	Abilene WCTCOG 3702 Loop 322	See flyer for tuition fees
February 18 – 20 8 am – 5 pm	24	Intermediate Spanish – Course #2109 – This course is one of the five core courses required for Intermediate Certification. <u>Limited to 25.</u>	Comanche Housing Authority 409 E. Cedar	\$84
March 1 - 17 8 am – 5 pm	96	Basic Corrections Officer - Course #1007 - Course is required for all county jailers in Texas. Prepares the students to take the state licensing examination for county jailers. All applicants must meet minimum requirements for Basic Corrections Officer as set forth by TCLEOSE, and must be sponsored by a law enforcement agency. <u>Students must also complete an Accuplacer Computer Placement test. Please contact our office for additional applicant information. All students are required to experience OC Spray for successful completion of the course. Copy of temporary Corrections Officer license required, if already employed. Limited to 20</u>	Breckenridge Stephens Co. Law Enforcement Center 210 E. Dyer	\$240 plus \$20 testing fee

March 4 1 pm – 5 pm	4	Older Driver Law Enforcement – Course #3400 – This course will provide the student with the knowledge necessary to effectively interact with older drivers. Some topics discussed will be how the aging process affects older drivers and appropriate referral options available for older drivers. <u>Limited to 30.</u>	Sweetwater Water Treatment Plant 169 C.R. 217	\$14
March 8 6 pm – 10 pm M-F & Saturdays 8 am -5pm	750	Basic Peace Officer - Course #1000 – Application/enrollment process for this basic course has begun and deadline for submission is January 21, 2010. If you know of anyone interested, please have them contact the Law Enforcement Academy at #325-672-1197 for application information.	Abilene WCTLEA 3650 Loop 322	\$1200
March 22-25 8 am – 5 pm	32	Intermediate Crime Scene Investigation - Course # 2106 – One of the five core courses required for Intermediate Peace Office Certification. <u>Limited to 20.</u>	Abilene WCTLEA 3650 Loop 322	\$112
March 26 8 am – 5 pm	8	Champions for Children Conference. This conference is coordinated through Texas Family and Protective Services and our office and offers training related to children. A variety of breakout sessions are being offered. Lunch is included with registration. Registration opens January 2010. Registration deadline is March 19, 2010 and can be done online at www.championforchildren.net . Late registrations will be accepted and you may register the morning of the conference, however, a late fee will apply after March 19 th deadline. You may contact the WCTLEA office with any questions. Tuition should be made out to Champions for Children , not WCTLEA. <i>Certified Officers will receive TCLEOSE credit for this conference.</i>	Abilene Civic Center 1100 N. 6th	\$65

Important Note:

The West Central Texas Law Enforcement Academy’s training facility is located at 3650 Loop 322 at the old TEEEX training facility. Please call the office if you are enrolled in a class at WCTLEA and need directions.

Tuition Policy:

- ◆ All tuition must be paid in advance and must accompany the enrollment form.
- ◆ Enrollment forms may be faxed to **West Central Texas Law Enforcement Academy** at **(325)676-9541**.
- ◆ Please make checks payable to **West Central Texas Law Enforcement Academy** and mail to:
West Central Texas Law Enforcement Academy
3650 Loop 322
Abilene, TX 79604
- ◆ We regret that we are unable to bill for tuition.
- ◆ **Tuition Refund Policy:** Tuition may be refunded if cancellation is made at least three working days prior to the start date of the class.
- ◆ A copy of the enrollee’s TCLEOSE license is required and must be submitted with the enrollment form for courses which include instruction in any of the following areas:
 - Defensive tactics
 - Arrest procedures
 - Firearms
 - Use of a motor vehicle for law enforcement purposes
- ◆ Please contact our office for further information at (325) 672-1197

DATE	SWORN (yes or no)	JOB TITLE	REGULAR, RESERVE, COUNTY JAILER	GENDER	ETHNICITY
				Male <input type="checkbox"/> Female <input type="checkbox"/>	<input type="checkbox"/> White <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> Native Amer. <input type="checkbox"/> Asian/Pacific Islander
LAST NAME (Sr., Jr.)		FIRST (No Nicknames)	MIDDLE	DATE OF BIRTH	
SOCIAL SECURITY NUMBER	TCLEOSE PID (If applicable)	HOME ADDRESS (Box No., St, City, Zip Code)		PHONE NUMBER CELL OR HOME	
EMAIL ADDRESS					
DEPARTMENT NAME	DEPARTMENT ADDRESS (Box No., St, City, Zip Code) PHONE #				
COURSE TITLE/COURSE NUMBER			DATE OF CLASS	AMOUNT OF TUITION ENCLOSED	

State Notary Commission
Presents
Texas Notary Law & Procedures Seminars
2010 Registration

This notary training is provided specifically for Texas Notaries. This class is excellent for both current and prospective notaries and will provide you with the most up-to-date information available. In addition to answering your questions, the class will cover:

New Legislation from the 81st Legislative session (Don't Miss it!)

- Current Notary Laws
- Proper Record Keeping*
- Avoiding Official Misconduct
- Administering Oaths & Acknowledgments
- Legal Procedures & Processes of Notarization
- Liability Protection Practices for Notary & Employer
- Apply for your Notary Public Commission

**CALL NOW! TO REGISTER-1-512-497-2253 or by
email:dixielucey@prodigy.net**

**HURRY AND REGISTER EARLY! SEATING IS LIMITED
FEBRUARY 2010 LOCATION**

ABILENE

February 16, 2010

1:00 to 4:00 pm

West Central Texas Council of Governments

3702 Loop 322

Abilene, TX, TX 79602

Includes special updates with new legislation from the 81st Session. Only State Notary Commission will offer this! Notary education is recommended every 2 years for all Texas Notary Publics due to legislative changes

State Applications for new applicants and renewing notaries will be available for processing at the seminar. Registration Questions? Please call 512-497-2253 for more information.

For immediate registration by email please contact:
Dixie Lucev at: dixielucey@prodigy.net

State Notary Commission specializing in notary education through out the state of Texas since 1990 is providing the notary public training seminar. Look for our listing on the Texas secretary of states office website under notary education.

**REGISTRATION FORM
FEBRUARY 2010 SEMINAR**

Seminar Date: _____

Check# _____ Amt: _____

Location: _____

Name(s): _____

Payment in full is required when paying at the door

Company Name _____

Phone # _____ Fax# _____

* REFUNDS ARE NOT GIVEN FOR SEMINAR ATTENDANCE, BUT SUBSTITUTIONS ARE ALLOWED.

Email Address: _____

- \$135.00 seminar pre registration fee with course manual paid by mail.
- \$150.00 seminar pre registration fee, course manual and state record book (required for new notaries) paid by mail.
- \$140.00 seminar registration fee with course manual paid at the door.
- \$155.00 seminar registration fee, course manual and state record book paid at the door.
- \$105.00 state application, surety bond and liability insurance fee (required for new applicants and renewing notaries payable by separate check to American Surety Bond.)

ATTENTION: PAYMENT FOR THE SEMINAR ATTENDANCE FEE AND STATE RECORD BOOK IS PAYABLE TO STATE NOTARY COMMISSION. PLEASE MAKE A SEPERATE CHECK PAYABLE TO AMERICAN SURETY BOND UNDERWRITER'S AGENCY FOR THE \$105.00 APPLICATION AND BOND FEE. AND ERRORS AND OMISSIONS LIABILITY INSURANCE. PLEASE MAIL PAYMENTS WITH THE REGISTRATION FORM TO THE PO BOX ADDRESS BELOW.

State Notary Commission*P.O. Box 10141*Austin, TX 78766 PHONE 1-512-497-2253*FAX (512) 323-9192*EMAIL:

dixielucey@prodigy.net Payment forms are: business or personal check, money order or cash payment at the door. No credit cards are accepted.