

Collin County Law Enforcement Academy of Collin College

Dear Candidate:

Thank you for your interest in the Basic Peace Officer Course of Collin County Law Enforcement Academy (CCLEA). The CCLEA was established in 1990 and has been successfully training peace officers for more than twenty years. As a potential future peace officer for the State of Texas, your choice of an Academy for your basic training is an important decision not to be taken lightly. The law enforcement profession is not for everyone so we consider it an important part of our job to help you understand what is involved in this career choice.

Enclosed is the information packet and preliminary application form you requested for the Basic Peace Officer Course (BPOC). The Collin County Law Enforcement Academy is responsible for screening non-sponsored (employed) applicants to determine qualification and eligibility for entrance into the Basic Peace Officer Course.

Please read this information carefully and go over your application packet carefully and thoroughly. Most of the questions frequently asked by applicants are answered in this packet. Be sure to read the list of basic qualifications very carefully. No one will be accepted into the Academy if he/she does not meet the minimum licensing requirements for a Texas Peace Officer as established by the **Texas Commission on Law Enforcement (TCOLE)**.

Please print or type all information in your application, making sure that all answers are legible. Your application cannot be completely processed if the information is not legible. Please ensure that all questions on your application are completely and accurately answered. Ensure that all required documents are provided.

All applications received after the final deadline will be held over until the next scheduled academy. We accept approximately 30 law enforcement candidates into each BPOC.

Application Process Steps

Step 1:

Obtain an enrollment application from the Collin County Law Enforcement Academy or online at: <http://ftp.collin.edu/lawenforcement/>. Compile all required documents, make necessary copies and be prepared to bring all original documents with you to the interview.

Return the completed application, documents and photograph to the Academy.

Step 2:

Schedule your interview with an Academy Training Officer and be recommended to attend the BPOC. At this point you will receive additional official documents for completing the application process. These will include: physiological test, physical assessment, drug screen and criminal history.

Step 3:

Successful completion of:

- Drug screening, psychological, physical assessment and criminal history background investigation.
- Additional testing if required.

Step 4:

Upon successful completion of steps 1, 2 and 3, recommended to Director for acceptance.

Step 5:

If accepted, receive letter of confirmation.

Contact:

Jackie Carter at: (972) 548-6813 or ***jcarter@collin.edu*** if you have additional questions or contact any academy staff member for assistance.

QUALIFICATIONS

The “Minimum Enrollment Requirements for training as a Texas Peace Officer,” are established by the Texas Commission on Law Enforcement (TCOLE). All applicants (sponsored and non-sponsored) must meet all minimum enrollement requirements. (RULE §217.23)

To view the requirements, please go to the TCOLE web-site at:

<http://tcole.texas.gov/content/commission-rules>

Review: Title 37 of the Texas Administrative Code

[Part 7, Chapter 217 -- Enrollment, Licensing, Appointment, and Separation](#) (basic training and other requirements for licensees)

See [TCOLE Statutes and Rules Handbook](#) (*PDF will open in a new window*) for more information.

Also available at this link:

http://www.tcole.texas.gov/sites/default/files/RulesHandbook_Feb_2014.pdf

Common Questions and Answers

1. What are the basic requirements to enter the Basic Peace Officer Course?

- You **must** meet **all TCOLE enrollment** requirements.
- Must pass a drug screening, psychological, physical and criminal history background investigation.

2. What things may keep me from being eligible?

- Not meeting all TCOLE standards.
- A dishonorable discharge or a bad conduct discharge from military service.
- Having ever been convicted of any family offense.
- Unacceptable drug use or selling of any illegal substance.

3. How long does a basic academy take to complete?

The CCLEA Basic Peace Office Course is 775 hours. If you are enrolled in the full-time course which is 8 hours each day, you will complete the program in approximately 5 months. If you are enrolled in the part-time course which is 4 hours per evening, Monday – Thursday and one 8 hour Saturday each month, you will complete the program in approximately 12 months.

5. How much does all this cost?

Tuition for the BPOC is \$1,000. Additionally, each individual is responsible for providing all pre-screening costs, supplies and equipment, rental car, (if non-sponsored), uniforms, firearm, ammunition and other equipment. The approximate total cost for the course is \$3,500.

6. Does the Academy offer any financial assistance?

The Academy is approved for V.A. Benefits with the Department of Veterans Affairs program. Additionally, you may qualify for financial assistance from Collin College.

7. Is there any physical training involved?

Prior to being accepted into the program you will be required to pass a physical examination. Additionally, each student is expected to demonstrate and maintain an acceptable level of physical fitness throughout the course. The basic peace officer course is very physical and participation is required along with the participation of the final physical fitness exam at the end of the course. Individuals who are not currently in reasonable good health are not encouraged to apply.

8. What are the attendance requirements?

The Texas Commission on Law Enforcement (TCOLE) mandates attendance requirements. For this reason, CCLEA requires, without exception, 100% attendance and completion of the course. Allowances may be made for emergency situations, thus requiring you to make up any and all class time.

9. What do I have to do to get started?

Contact the CCLEA and ask to speak with a training coordinator, complete the academy application packet and provide all required documentation. The enrollment process starts with the completion of the application.

10. How will I know that I've been accepted to the Academy?

Applicants will be notified by mail that they have been accepted into the CCLEA BPOC.