



Santa Rosa Junior College  
Public Safety Training Center  
5743 Skylane Boulevard, Windsor, CA 95492  
Phone 707.836.2906 Fax 707.836.2948  
Website: PSTC.Santarosa.edu

## Adult Corrections Officer Core Course (ACO)

### DATES

Summer 2020, June 13-July 10<sup>th</sup>

Fall 2020, August 17-September 18

### DAY & TIME

Monday-Friday, 8am - 5pm (subject to change) & occasional Saturdays

\*Full attendance and participation is required in order to receive STC certificate of completion\*

### COST

Summer \$252.00 Agency Sponsored, \$272.00 Non-Agency Sponsored

Fall \$252.00 Agency Sponsored, \$275.00 Non-Agency Sponsored

Fees are subject to change. Cost for California residents only; non-residents pay an additional \$265 per unit

### CERTIFICATIONS

Standards and Training for Corrections (STC) #02536365

### LOCATION

Public Safety Training Center (PSTC), 5743 Skylane Blvd., Windsor, CA 95492. Directions and map with nearby lodging: [PSTC Google Map](#).

### COURSE DESCRIPTION

This course is prescribed by the Board of State and Community Corrections, Standards and Training for Corrections program. It is designed to provide basic training to entry-level corrections officers who work in local correctional facilities.

#### Topics Include:

- Codes, Statutes Correctional History & Philosophy
- Booking/Receiving/Releasing
- Testifying in Court
- Maintaining Security/Contraband
- First Aid/CPR
- Distribution of Supplies & Commissary
- Inmate Worker Management
- Codes, Statutes & other Legal Documents
- Reporting & Record Keeping
- Physical Conditioning
- Supervision of Inmates
- Professionalism & Ethics
- Monitoring Mental & Physical Health

### PARKING

Due to campus closures, SRJC is not currently selling parking permits. Please park in the student parking lot and **DO NOT** purchase a parking permit from the vending machine.

### RESERVATIONS

Email your request to Chris Lorange at [clorange@santarosa.edu](mailto:clorange@santarosa.edu) or by calling 707-836-2915.

### HOTEL INFORMATION

Hotel Trio, 110 Dry Creek Rd, Healdsburg 95448

[Book your corporate rate for Public Safety Training Center](#)

Jan 1 – March 31 \$120 per night/April 1 – October 31 \$130 per night/Nov 1– Dec 31 \$120 per night

**Non-Discrimination Statement:** The Sonoma County Junior College District does not discriminate on the basis of race, religious creed, color, national origin, ancestry, ethnic group identification, physical disability, mental disability, medical condition, genetic condition, marital status, sex, gender identity, gender expression, genetic information or sexual orientation in any of its policies, procedures or practices; nor does the District discriminate against any employees or applicants for employment on the basis of their age. This non-discrimination policy covers admission, access and treatment in District programs and activities – including but not limited to academic admissions, financial aid, education services and athletics – and application for District employment



Santa Rosa Junior College  
Public Safety Training Center  
5743 Skylane Boulevard, Windsor, CA 95492  
Phone 707.836.2906 Fax 707.836.2948  
Website: PSTC.Santarosa.edu

## **COLLEGE APPLICATION**

Please go to [Santa Rosa Junior College's website](#) Click **Apply Now**. Next, click on **New or Returning Students Information** option. Scroll down and click on the **CCCApply/Begin Application for Admission!** If you have not created an account in the last year, you will need to click **Create a New Account** otherwise, enter your Username and Password to **Sign In**. Once your account has been created, return to the log in page and enter your Username and Password to log in. Then, click **Start a New Application**. Then, **Start Application**. Choose the appropriate **Term Applying For**. For **Educational Goal** select **Maintain Certificate or License**. For **Major Category** select **Public Safety**. For **Intended Major/Program of Study**, select **Advanced Officer Training (CERT)**. Please be sure to click **Submit Application** before logging out of your CCC Apply account.

## **PAYMENT**

**\*Santa Rosa Junior College NO LONGER ACCEPTS CASH PAYMENTS so please plan accordingly\***  
You can make payment by **DEBIT OR CREDIT CARD (Visa, MC or Discover ONLY/American Express NOT accepted)** or by **CHECK** made payable to: Santa Rosa Junior College. You may make payment in advance or at the door. We can invoice an agency after the course. Please mail check to: Santa Rosa Junior College Public Safety Training Center, Attn: Elexis Ozols 5743 Skylane Blvd., Windsor, CA 95492.

## **MEDICAL CLEARANCE**

Students are required to participate in physical conditioning two to three times a week during the course. Practical testing will include fifteen minute or greater enhanced cardiovascular exercise, wind sprints, 165 lb. dummy drag, stair climb, and use of self-contained breathing apparatus (S.C.B.A.).

**Each student is required to provide a medical clearance on day one from their physician** allowing them to physically participate in the Physical Conditioning and Defensive Tactics and Restraint Techniques segments of the course. Request the form letter from Training Center staff to take to your personal physician.

***\*Employing agencies may provide a letter signed by Sheriff/Chief (or designee) certifying the employee's fitness ability in lieu of a physician's clearance. Please request language for use in the letter from Training Center Staff.\****

## **PHOTOS**

Each student must provide two color passport photos while wearing a white crew neck t-shirt. When the photograph is taken, hair must not extend below nor touch the collar line and must not touch the ears. Facial hair beyond a well-trimmed mustache is not permitted. Additional recruit grooming standards are stated in the Procedure Manual, to be distributed on day one of the Academy.

## **UNIFORMS**

All students in this course are required to be in uniform. **Agency-sponsored trainees will wear Class A uniform**, including long sleeve shirt, polyester or wool pant (Ike jacket not required), duty belt, and meet all other agency uniform requirements. **All items below may be purchased at Good to Go Public Safety Uniforms**, except the clip-on tie and brass name tag must be purchased at **Santa Rosa Uniform (707-545-3766)**. **Please note that all item #'s and brands listed below for all items (except the tie and brass name tag) are only recognized by Good To Go Public Safety Uniforms.**

**Non-Discrimination Statement:** The Sonoma County Junior College District does not discriminate on the basis of race, religious creed, color, national origin, ancestry, ethnic group identification, physical disability, mental disability, medical condition, genetic condition, marital status, sex, gender identity, gender expression, genetic information or sexual orientation in any of its policies, procedures or practices; nor does the District discriminate against any employees or applicants for employment on the basis of their age. This non-discrimination policy covers admission, access and treatment in District programs and activities – including but not limited to academic admissions, financial aid, education services and athletics – and application for District employment



Santa Rosa Junior College  
Public Safety Training Center  
5743 Skylane Boulevard, Windsor, CA 95492  
Phone 707.836.2906 Fax 707.836.2948  
Website: PSTC.Santarosa.edu

**Non-sponsored trainees must purchase uniform as follows:**

1. Tan uniform shirt (long sleeve only) with training center patch on left shoulder (Brand: Tact Squad/Item #8003-TAN)
2. Sheriff Green uniform pant (Brand: Elbeco /Men's item #M-E829RN • Women's item #W-E9829N)
3. Forestry green clip-on tie (Item #289) \*\*Must purchase at SR Uniform -- call (707) 545-3766\*\*
4. Brass tie bar (Brand: Hero's Pride #4009)
5. Brass Name Tag, one-line (last name) \*\*Must purchase at SR Uniform -- call (707) 545-3766\*\*
6. Black leather belt, black socks, and black boots (polished to a high shine) \*Available at Good to Go Public Safety Uniforms\*

For physical training (PT), **all students will wear navy blue PT gear** (PT shirt, PT shorts, sweat shirt and sweatpants all available at Good To Go Public Safety Uniforms). PT shirt brand is Sport Tek (item # ST 340) with Training Center logo silk-screened 4"x 4" gold on left chest and last name applied in white 2" letters front and back. PT shorts brand is Sport Tek item #ST 355. Black compression shorts to wear underneath PT shorts is strongly encouraged. Any brand/style is acceptable. Athletic shoes and white sweat socks are required. Please also bring two towels and water bottle(s).

Each student must arrive on the first day of class in uniform and have navy blue physical training gear available.

**Good To Go Public Safety Uniforms**

**7950 Redwood Drive #2, Cotati CA 94931**

**Phone: (707) 794-9811**

**Hours: Monday – Saturday 10:00 a.m. – 6:00 p.m.**

***\*Best time to call to place an order is Wed-Sat 10:00 a.m. – 3:00 p.m., but can call anytime and leave a message\****

**Non-Discrimination Statement:** The Sonoma County Junior College District does not discriminate on the basis of race, religious creed, color, national origin, ancestry, ethnic group identification, physical disability, mental disability, medical condition, genetic condition, marital status, sex, gender identity, gender expression, genetic information or sexual orientation in any of its policies, procedures or practices; nor does the District discriminate against any employees or applicants for employment on the basis of their age. This non-discrimination policy covers admission, access and treatment in District programs and activities – including but not limited to academic admissions, financial aid, education services and athletics – and application for District employment