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 Supplemental Core

Dates:	**Spring 2019** February 20 –February 26 (no class on February 24)
Day & Time:	**7am - 6pm** ***schedule is subject to change**** ***Full attendance and participation is required in order to receive STC certificate of completion***
Cost:	**$60.00 Agency Sponsored** **$81.00 Non-Agency Sponsored** Fees are subject to change. Cost for California residents only; non-residents pay an additional $234 per unit
Certifications:	Standards and Training for Corrections (STC) #03611709
Location:	**Marin County Sheriff's Office** (1600 Los Gamos Drive, Suite 200, San Rafael, CA 94903). You may park in the Marin County Sheriff main parking lot.
Course Description:	This course is prescribed by the Board of State and Community Corrections, Standards and Training for Corrections. It is designed to provide basic training to entry-level corrections officers who work in local correctional facilities. **Topics Include:**

Codes, Statutes & other Legal Documents	Distribution of Supplies & Commissary
Classification of Inmates	Monitoring Mental & Physical Health
Tactical/Interpersonal Communications	Inmate Worker Management
Booking/Receiving/Releasing	Screening & Monitoring Visitors
Maintaining Security/Contraband	Screening & Distribution of Mail
Supervision of Inmates	Emergency Procedures/Restraint Tech.

Reservations	Email your request to Katie Kubota at kkubota@santarosa.edu or call 707.836.2906.
College Application:	Please go to www.santarosa.edu. 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 user name and password to log in. Click **"Start a New Application".** Then click "**Start Application**". Choose the appropriate "**Term Applying For**". Be sure to select the semester during which you will be attending class. This is the **College Application** only. **Registration** for this specific course is not available online and will take place on day one of class. **For "Educational Goal"**, it is ***essential*** for you to select **'Maintain Certificate or License'.** For advanced officers, making this selection at this step of the application will eliminate future challenges with Admissions and Records.
Payment:	Payment can be made by credit card (Visa or MasterCard) or by check made payable to: **Santa Rosa Junior College**. Payments can be made in advance or at the door. Agencies can be billed after the course. Please mail check to: Santa Rosa Training Center, Attn: Page Munksgard 5743 Skylane Blvd., Windsor, CA 95492.
Dress Code:	Preferable dress includes a BDU style pant (i.e., 5.11) and department issued logo polo shirt. Otherwise, business casual (slacks, polo, and/or button down shirt) is acceptable. Unacceptable attire includes shorts, t-shirts, or other casual dress.
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.