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Phase I: Students must meet the age and education requirements to apply for this course (see application). Students must complete the 40-Hour On-line Law Enforcement Pre-Service Training Program. Students must complete the MCJA application for the MCJA LEPS Phase I and send it along with the $250 fee, cash or check made payable to Treasurer, State of Maine to the Maine Criminal Justice Academy at 15 Oak Grove Road, Vassalboro, Maine 04989. Students will be given a Log-In and Password to complete the training. This training must be completed before attending Phase II and there is no time limit to complete the Phase I of the training, however at the completion of the Phase I training the student will need to contact MCJA and take a final exam in Vassalboro. From the Phase I completion date, the student will have two years to start Phase II. Phase II: Students must complete the 80-Hour Interactive, Scenario Based Classroom Program. Prior to the start of Phase II, students must complete the MCJA application for the MCJA LEPS Phase II. All students must meet the prerequisites listed below and send to the Academy all the required paperwork described below. Age: Per statute, students must be 21 years old, or 20 years old with at least 60 credits from an accredited college, or age 19, currently enrolled in an accredited post secondary education program, with at least 40 credit hours. *Note Copies of transcripts or current grade reports are required with the application for those under 21. Background Sponsorship: Students must have a MCJA Background Investigation form signed and notorized by a Police Chief, Sheriff or Law Enforcement Administrator from a full-time Maine law enforcement agency that indicates no disqualifying conduct or conviction. See MCJA Background form. Disqualifying conduct or convictions will exclude applicants from eligibility, unless given a waiver from the MCJA Board. ALERT Test: Students must have a minimum passing score. The test is given at the MCJA campus the first and third Wednesday of each month at 8:00 a.m. It is also available off-site in the southern area of the state. Call MCJA at: 877-8000, or 877-8020 to schedule an appointment. A $50 fee and photo ID are required. The ALERT test is a reading comprehension and writing skills test based upon the level required to master the MCJA Basic School Curriculum. There is no time frame to pass the ALERT exam prior to the start date of the Phase II program. Physical Fitness Test: Students must pass a Board approved fitness test at the 40th percentile based on age and gender norms. A $35 fee is required. The following three (3) test items constitute the physical fitness test (PFT) requirements for acceptance into the Law Enforcement Pre-Service Phase II Program (same as entry into the BLETP): One Minute Maximum Push-Up test; One Minute Sit-Up test; and 1.5 mile run. The student will be required to pass the PFT exam within 1 year prior to the start date of the Phase II program.Written Test: Students will be required to pass a written test over the Phase I on-line training curriculum before being accepted into the Phase II program. Medical Test: Students must have a medical physical by an authorized medical person. This medical person must fill out the approved MCJA Medical form. The student will be required to pass the medical physical exam within 1 year prior to the start date of the Phase II program. Phase III: After being hired by a Law Enforcement Agency as a Law Enforcement Officer, a provisional certificate will be issued upon receipt of a MCJA Notice of Employment and a MCJA Firearms Proficiency Form signed by a Certified MCJA Firearms Instructor. The employing agency must provide 80-hours of documented supervision before a regular certification as a Law Enforcement Officer is granted by the Criminal Justice Academy. The Chief Law Enforcement Officer will have to sign off on a notarized MCJA Form stating the officer has completed the 80 hours of supervision to his or her satisfaction. The part-time law enforcement officer will have one year to complete the 80 hours of supervision. An officer may receive an extension by the MCJA Board in extenuating circumstances. Students doing physical trainingIn 1989, the 114th Maine Legislature passed laws mandating the Board of Trustees of the Maine Criminal Justice Academy to establish standards for pre-service training. The purpose of this mandate was to ensure that no person could “serve as a law enforcement officer with the power to make arrests or the authority to carry a firearm until certified as satisfying pre-service training requirements.” This resulted in the first Law Enforcement Officer Pre-Service Training Program. In 2009 the Board of Trustees of the Maine Criminal Justice Academy proposed changes to the current Law Enforcement Pre-Service Training Program. Updates to the existing program were implemented, and the format and number of hours required to graduate was increased. Students will also have to complete a supervisory component. In addition to the changes in the curriculum (Word), the Maine Criminal Justice Academy has also prepared a certification process to become a part-time law enforcement officer. The elements of the certification process include weapons certification, a knowledge test, and supervision by your employing agency. These requirements are more fully explained as follows: Phase I: Students must meet the age and education requirements to apply for this course (see application). Students must complete the 40-Hour On-line Law Enforcement Pre-Service Training Program. Students must complete the MCJA application for the MCJA LEPS Phase I and send it along with the $350 fee, cash or check made payable to Treasurer, State of Maine to the Maine Criminal Justice Academy at 15 Oak Grove Road, Vassalboro, Maine 04989. Students will be given a Log-In and Password to complete the training. This training must be completed before attending Phase II and there is no time limit to complete the Phase I of the training, however at the completion of the Phase I training the student will need to contact MCJA and take a final exam in Vassalboro. From the Phase I completion date, the student will have two years to start Phase II. Phase II: Students must complete the 80-Hour Interactive, Scenario Based Classroom Program. Prior to the start of Phase II, students must complete the MCJA application for the MCJA LEPS Phase II. All students must meet the prerequisites listed below and send to the Academy all the required paperwork described below. The fee for this course is $350. Age: Students must be 21 years old, or 20 years old with at least 60 credits from an accredited college, or age 19, currently enrolled in an accredited post secondary education program, with at least 40 credit hours. *Note Copies of transcripts or current grade reports are required with the application for those under 21. Background Sponsorship: Students must have a MCJA Background Investigation form signed and notorized by a Police Chief, Sheriff or Law Enforcement Administrator from a full-time Maine law enforcement agency that indicates no disqualifying conduct or conviction. See MCJA Background form. Disqualifying conduct or convictions will exclude applicants from eligibility, unless given a waiver from the MCJA Board. ALERT Test: Students must have a minimum passing score. The test is given at the MCJA campus the first and third Wednesday of each month at 9:00 a.m. It is also available off-site in the southern area of the state. Call MCJA at: 877-8000 to schedule an appointment. A fee and photo ID are required. The ALERT test is a reading comprehension and writing skills test based upon the level required to master the MCJA Basic School Curriculum. There is no time frame to pass the ALERT exam prior to the start date of the Phase II program. Physical Fitness Test: Students must pass a Board approved fitness test at the 40th percentile based on age and gender norms. A fee is required. The following three (3) test items constitute the physical fitness test (PFT) requirements for acceptance into the Law Enforcement Pre-Service Phase II Program (same as entry into the BLETP): One Minute Maximum Push-Up test; One Minute Sit-Up test; and 1.5 mile run. The student will be required to pass the PFT exam within 2 years prior to the start date of the Phase II program. Written Test: Students will be required to pass a written test over the Phase I on-line training curriculum before being accepted into the Phase II program. You will need to call 207-877-8000 to schedule your final exam which will take place at MCJA. Medical Test: Students must have a medical physical by an authorized medical person. This medical person must fill out the approved MCJA Medical form. The student will be required to pass the medical physical exam within 2 years prior to the start date of the Phase II program. Phase III: After being hired by a Law Enforcement Agency as a Law Enforcement Officer, a provisional certificate will be issued upon receipt of a MCJA Notice of Employment and a MCJA Firearms Proficiency Form signed by a Certified MCJA Firearms Instructor. The employing agency must provide 80-hours of documented supervision before certification as a Law Enforcement Officer is granted by the Criminal Justice Academy. The Chief Law Enforcement Officer will have to sign a notarized MCJA Form stating the officer has completed the 80 hours of supervision to his or her satisfaction. The part-time law enforcement officer will have one year to complete the 80 hours of supervision. An officer may receive an extension by the MCJA Board in extenuating circumstances. Upcoming Law Enforcement Pre-Service Courses: Phase 1 can be done online at any time and is now available. Complete the Phase I application and send it to the academy with payment and include your college transcript if required. Phase II schedules: This list is updated as courses become available. Our training calendar is completed in June for MCJA courses and dates will be added once the courses are scheduled. Classes currently scheduled can be found in our training catalog, and additional classes that are scheduled later will be posted to our upcoming classes page. Please DO NOT send payment with your Phase II application; wait until you are accepted into the class. Only complete application packets can be accepted, and are due two weeks prior to the start of the class. Students will be responsible for the following: Title 17A (Maine Criminal Law) & 29A (Maine Traffic Law) are required and may be purchased through your college book store or directly through Swan Island Press, email swanislandpress@gmail.com. For purposes of this class you may use older versions of these books. Phase I Application (Word) Phase II Application (Word) Law Enforcement Officer Qualifications for the State of Maine Per Maine State Statute Title 25: 2804-G Qualifications: An applicant must be 21 years of age or older to qualify for a position as a law enforcement officer unless the applicant has an associate's degree or 60 credit hours of postsecondary education, in which case the applicant must be at least 20 years of age. This course is offered to applicants 19 years of age that qualify for the program as a courtesy to Colleges and Universities that offer course credits for this program. If you have further questions about the Pre-Service, contact Alan Gregory at the Academy. The Maine Criminal Justice Academy serves the people of Maine by promoting the highest level of professional standards and performance through the training of criminal justice personnel. To achieve this we shall strive to: Merit public confidence in the criminal justice system; Provide high quality training; Promote a work environment of mutual respect, support and trust; Advance policies and procedures developed in the interest of public safety and service; Encourage cooperation and coordination among criminal justice agencies Values We in the Criminal Justice Academy value... ..Integrity In order to merit public confidence, we need to be diligent, understanding, and maintain high ethical standards. ..Continuous Improvement We vigorously strive for excellence and continuously seek to improve the quality of our standards. ..Teamwork We promote teamwork by encouraging each individual member of the staff to foster: Open and honest communication; Trust and respect; Loyalty to the organization. ..Accountability Working responsibly to understand the needs of criminal justice agencies and the public. ..Awareness A sensitivity to the competing demands of family, work, friends, and our mental, physical and emotional health. Maine Criminal Justice Academy Strategic Planning and Development Maine State Troopers protect the lives, rights and property of Maine residents. Troopers perform a wide variety of law enforcement functions including traffic enforcement, forensics, tactical operations, criminal investigation and canine operations. Maine State Trooper jobs are offered through the Maine Department of Public Safety. To learn how to become a Maine State Trooper, please complete the following instructions.Evaluate your qualificationsTake and pass the ALERT testTake and pass the physical fitness testSubmit an application to the Security Employment Service CenterPass the Oral Board ExaminationPass the background investigation and polygraph testInterview with the Chief of Maine State PolicePass the medical and psychological evaluationComplete Maine State Trooper TrainingStep 1. Evaluate Your QualificationsObtaining a Maine State Trooper job is difficult not only for the high physical and mental standards expected of new troopers but also because competition for these jobs is extremely intense. The minimum qualifications for joining the Maine State Police areBe at least 21 years of ageHave a high school diploma or GEDSuccessfully passed the ALERT examination offered by the Maine Criminal Justice AcademySuccessfully passed the pre-employment physical fitness test offered by the Maine Criminal Justice AcademyPossess a valid Maine driver’s license or be able to obtain oneIf you have the following conditions you may be disqualified from obtaining a Maine State Trooper job.Conviction of a crime with a maximum sentence of one year or moreConviction of a Class D crime, which carries a penalty of one year imprisonment or lessConviction of Theft, Falsification of Official Matter, Bribery or Corrupt Practices, or DrugsConviction of domestic violenceConviction of DUI within the past ten yearsCurrently abusing drugs or alcoholProviding false information to the Maine State PoliceStep 2. Successfully Complete the ALERT TestThe Maine Criminal Justice Academy offers the ALERT test and may be scheduled for the 1st or 3rd Wednesday of each month. The fee for this test is $50 and must be taken at the Maine Criminal Justice Academy. This is a basic skills test that evaluates reading comprehension and writing skills. Step 3. Successfully Complete the Physical Fitness TestThe Maine Criminal Justice Academy offers the Physical Fitness Test for $35 and can be scheduled for the 1st Wednesday of each month. This test consists of a timed 1.5 mile run, one minute of sit ups and one minute of push-ups. In order to apply you must perform at the 40th percentile level for your age and gender.Step 4. Submit Your ApplicationApplications can be obtained from the Security Employment Service Center or the State Bureau of Human Resources. Applications should be sent to the Security Employment Service Center.Step 5. Pass the Oral Board ExaminationIf your application merits further consideration, you will be scheduled to interview with the Oral Board. This examination will assess your abilities in the following areas:Judgment and logicCommitment and independenceDecision makingTact and diplomacyCommunicationStep 6. Pass the Background Investigation and Polygraph TestA thorough investigation into your history will be conducted along with a polygraph test which will be used to verify the accuracy of all information previously provided. The Screening Committee will then evaluate all of your selection results to decide if you merit an offer of employment.Step 7. Interview with the Chief of the Maine State PoliceIf you have been conditionally approved, you will be required to meet with the Chief of the Maine State Police. The Colonel possesses the authority to approve or terminate your continuation through the selection process.Step 8. Pass the Medical and Psychological EvaluationA licensed physician will assess your hearing, vision and other physiological abilities to ensure that you will be capable of performing your professional duties. A psychologist will also assess your ability to handle the rigors of a Maine State Trooper job. Step 9. Complete Maine State Trooper TrainingIf you are selected to join the Maine State Police, you will be required to complete the 18 week Basic Law Enforcement program at the Maine Criminal Justice Academy. Courses includeCriminal behaviorConstitutional lawHigh speed pursuitFollowing the completion of the MCJA program, you will attend a 9 week Recruit Training Troop program. Following your graduation from Maine State Trooper Training, you will be assigned to your new job posting.Back to Top The Maine Criminal Justice Academy staff consists of the Director of the Academy who also serves as the Executive Director of the Board of Trustees, the Staff Development Coordinator, who manages the Academy's training programs, sic Training Coordinators who facilitate basic, in-service and regional training, a clerical staff supervisor who oversees the five Office Associate IIs who are responsible for maintenance of training records. Director Assistant Director/Staff Development Coordinator Clerical Staff Supervisor Maine Criminal Justice Academy 15 Oak Grove Road Vassalboro, Maine 04989Phone: (207) 877-8000Fax: (207) 877-8027 When faxing, please include a cover sheet, indicating which staff member the fax is for. Freedom of Access Act requests should be forward to: mcja.foaarequest@maine.gov Name Division Position Phone Email Jack Peck Admin Director 877-8011 jack.d.peck@maine.gov Lincoln Ryder Admin Assistant Director, Executive Certifications. 877-8008 lincoln.e.ryder@maine.gov James Lyman Training Coordinator - Public Records Requests, Breath Testing, Crash, Electronic Speed Measurement Devices, Crisis Negotiators, LE Chaplains, Municipal Ordinance Prosecution. 877-8009 james.a.lyman@maine.gov Alan Gregory Training Coordinator - Law Enforcement Pre-Service, Law Enforcement Recertification, Methods of Instruction, Supervisor Development, Judicial Marshals, & Capitol Police. 877-8016 alan.gregory@maine.gov Don Finnegan Training Coordinator - Drug Recognition Experts, ARIDE, Standardized Field Sobriety Testing, Intermediate & Advanced Officer, Investigation courses, New Chiefs Seminar, Harbormasters, Shellfish Wardens. 877-8014 edwin.d.finnegan@maine.gov Joshua Daley Training Coordinator - Use of Force (Firearms, Mechanics of Arrest, Restraint & Control, MERC, Interactive Use of Force), K-9, Tactical Teams, EVOC, Physical Fitness Testing. 877-8020 joshua.daley@maine.gov Darin Gilbert Training Coordinator - Basic Law Enforcement Training Program, LE Training Waivers, Field Training Officer / Police Training Officer, School Resource Officers, Federal Officers w/ Limited Arrest Authority. 877-8035 darin.gilbert@maine.gov Rafael Garza Training Coordinator - Basic Corrections Training Program, Basic Juvenile Corrections, Corrections Waivers & Recertification, Transport Officers, Probation & Parole, Intermediate & Advanced Corrections Certificates. 877-8006 rafael.l.garza@maine.gov John Lappin DOC Liaison Department of Corrections Staff Development Coordinator 877-8023 john.lappin@maine.gov Karen Green Support Supervisor Office Associate II Supervisor 877-8003 karen.l.green@maine.gov Nellie Raymond Support Office Associate II 877-8024 nellie.raymond@maine.gov Lyndsey Gifford Support Office Associate II 877-8018 lyndsey.gifford@maine.gov Cassandra Pierce Support Office Associate II 877-8031 cassandra.r.pierce@maine.gov Amber Cartier Support Office Associate II 877-8015 amber.cartier@maine.gov Jamalyn Brown Support Office Associate II 877-8000 jamalyn.brown@maine.gov ** APRIL ALERT/PFT SCHEDULE: April 2nd (ALERT) & April 23rd (ALERT & PFT) *The April 16th test date has been rescheduled.* ALERT tests will be held at MCJA on the 1st and 4th Wednesday of April. The PFT will follow the ALERT test on the April 23rd as well. If you have any questions about testing or would like to sign up please contact us at 207-877-8000. ALERT testing and Phase I written exams are being offered the first and third Wednesday of each month. Seats are limited, and preregistration is required. Please contact our office at (207)877-8000 to register. The ALERT exam begins at 0830 hours. The Phase 1 Exam will start at 1200 hours. Lunch is not provided; consider bringing a bag lunch. Fees for the ALERT Test are listed on the application form below. Application Forms Physical Fitness Test Physical Fitness Testing is being offered at the Academy on the third Wednesday of each month, at 1030 hours. PFT's may also be conducted by agencies with Academy-certified PFT evaluators, off-site, with a memorandum of understanding. Call (207)877-8000 to schedule, as space is limited, and will be on a first come, first serve basis. Once you have met the above minimum requirements and once your initial application has been filled and submitted, you will be expected to undertake the following subtests.The highest performing applicants in these subtests will be invited to enter the Maine state trooper training academy, where they will undertake an intensive 6-week course program.Below, you can learn more about all state trooper subtests you will be expected to undertake in Maine. 01Subjects tested on the state trooper written test include:Math.Grammar and spelling.Map reading exercises.Memory tests.Situational judgment.Reading comprehension.Incident report writing.Long-term preparation for the written exam is essential as only the highest performing applicants make it through to the later rounds. 02Tests include:1.5-mile runObstacle courseSit-ups and push-upsAdditional physical tests may also be included, at the discretion of the department. 03Your application to Maine state trooper test must be honest and complete. All parts of your application must be filled out and evidence must be supplied where requested.Your application form will be examined and reviewed. Any necessary additional checks to verify details in your form will be conducted later in the process. 04Every applicant taking Maine state trooper test must undertake an oral board exam.During this exam, you will be interviewed on a wide variety of questions – both relating to you and your suitability for the role, as well as more critical questions that assess your judgment when applied to specific policing scenarios.For instance, you may be asked dynamic oral board questions that assess your reaction to how you would respond to a given situation. The oral board panel will then alter the situation and immediately request your response.You need to be prepared; to think on your feet, but to react proportionately and professionally throughout the test. 05You may be called upon to take a polygraph exam. If you have answered questions honestly in your background investigation, there is no reason to fear this part of the exam.At this stage, the department may get back to you if they have found any inconsistencies with your background investigation form or whether you need to supply any additional evidence to substantiate any specific claim. Additional tests taken at this stage include:Medical evaluationPsychological evaluationThese are standard tests that assess both your physical and mental preparedness to meet the challenges that come with a career in law enforcement. 06Applicants who pass all sections of the Maine state trooper test will be issued an offer of employment.You will need to accept this employment offer within the specified timeframe that the department has given you.Measurements will also be taken for your uniform.Once your offer of employment has been accepted, you will be given more details about when you can start training at Maine state trooper academy. The entire process – from your initial application to the department to entering the academy itself – typically takes 6-8 months. It varies year to year. What is the application process for the Basic Law Enforcement Training Program? Basic Law Enforcement Training Program Application Process Only Full Time Law Enforcement Officers who are employed in a law enforcement capacity or a person making an application to and being accepted as a tuition student can attend the Basic Law Enforcement Training Program (BLETP). A tuition student applicant should complete Phase I of the application form (web site: Forms; Basic law Enforcement Training Program; Application for BLETP tuition Candidates) by the due date indicated in order to be CONSIDERED for acceptance into the Basic Law Enforcement Training Program. The Chief Law Enforcement officer of a currently employed full time law enforcement officer should notify the Academy by submitting a Notice of Employment (NOE) form within the first 30 days of employment. (web site: Forms; Administrative Forms; Notice of Employment or Termination) This will notify the Academy that an officer needs to be trained. In addition to the notice of employment, the CLEO should send in the following properly completed forms to the Academy before any officer can be accepted into the BLETP. Motor Vehicle License Verification form Signed by CLEO Background Investigation form Signed by CLEO & Officer; Notarized Medical Form Signed by Physician & Officer Polygraph form Signed by CLEO Psychological Form Signed by CLEO Weapons Form Signed by CLEO These can be found under the forms section of the MCJA web site under Combined LE Agency forms (web site: Forms; Basic Law Enforcement Training Program; Combined LE Agency). Once an officer is accepted into the BLETP, they are required to report to the MCJA approximately 1 month before the start of class to receive an orientation and PT testing. The PT assessment must be passed at least at the 40% for all three tests in the same testing period in order to qualify for the class. Cadets will be expected to bring equipment similar to that listed below. It should be noted that this list changes slightly with each class. The official equipment list will be available to the Cadets at the Orientation, 1 month prior to the start of the class. Cadets must bring the below listed articles with them when reporting for training at the Maine Criminal Justice Academy. There are no facilities available for purchase of these articles at the Academy. Wearing Apparel § Three (3) to five (5) pair of Propper International BDU navy blue pants, style no. (F5201). These may be purchased at Wise Uniform in Augusta, Tri-State Uniform in Winthrop, Allen Uniform in S. Portland, etc. (5 are recommended & no sewn-in creases on pants). § Three (3) to five (5) long sleeve Propper International BDU navy blue long sleeve shirts, style no. (F5452). These may be purchased at Wise Uniform in Augusta, Tri-State Uniform in Winthrop, Allen Uniform in S. Portland, etc). (5 are recommended & no sewn-in creases on shirts or pants). § One (1) black knit watch cap and one (1) pair of black gloves. § One (1) pair of all leather full height boots that will accept a high gloss shine. A second set of footgear is desirable. (No vinal, leather luster prepped or similar style footgear will be allowed). § One (1) raincoat. (No lettering, unless agency issued). § One (1) black belt (garrison type or of equal thickness) which must have silver buckle or be agency issued. § Four (4) single width belt keepers with silver snaps or be agency issued. § One (1) agency nametag. Athletic Equipment § At least one (1) pair of running /cross trainer shoes. (1 each recommended). § At least one (1) athletic supporter (males) and one (1) sports bra (females). (2 are recommended). § Ten (10) to twelve (12) pairs of white athletic socks. (12 are recommended). § Two (2) pairs of navy blue, mid thigh length athletic shorts with no pockets and no lettering. § Five (10 to twelve (12) navy blue crew neck "T" shirts with no insignias. (12 are recommended). § One (1) protective mouthpiece and one (1) groin protection, for defensive tactics training. § One (1) pair of white cotton work gloves. (for running outdoors). § One (1) navy blue crew neck sweat suit, with no insignias, zippers, hoods or lettering. (2 are recommended). Miscellaneous Equipment § Laptop computer with Microsoft Word § One (1) net or nylon laundry bag. (white is preferred). § One (1) fully operational flashlight. (4 to 5 C/D Cell or Re-chargeable). § One (1) pocket rescue breathing mask with one-way valve for CPR training. § Five (5) to six (6) personal white towels and white wash clothes. (6 are recommended). § Shoe polish, brush, cloth and container for storage. (no larger than shoe box). § Shaving gear, toiletry items and container for storage. (no larger than shoe box and may contain antibacterial soap). § Ear and Eye protection for firearms training. (ear protection must be earmuff type). § One (1) reflective traffic vest and one (1) small sewing kit. § Two (2) small spiral bound notebooks that will fit in shirt pocket. § One (1) bathrobe and one (1) pair of shower footwear. § Seven (7) to Eight (8) pairs of underwear, as appropriate for gender. (8 are recommended). § Six (6) to seven (7) closet hangers. (7 are recommended). § One (1) can of Inert O.C. Spray and holder for your duty belt. § One (1) solid white twin size fitted and flat sheet and solid white pillowcase. Optional Equipment/Material § Prescribed medication that is clearly marked, which will be kept secured by the Cadet. (H1N1 and Seasonal Flu Shots - highly recommended). § One (1) additional standard size pillow and one (1) white pillowcase. § Printer for laptop computer. (highly recommended). § One (1) desktop fan. (highly recommended). § One (1) electronic communications device (cell phone, blackberry, etc). (highly recommended). § One (1) 8X10 family photo. (other photos may be approved by the BLETP staff). § Room air fresheners and Lint rollers. (highly recommended). § Bible or religious book, dictionary and/or thesaurus and a set of shoetrees. § USB Memory Stick or Flash Drive. (highly recommended). § One (1) twin size mattress pad and/or comforter. Ballistic vests, duty gun belts and weapon cleaning kits should be available by the third week of training (includes handcuffs and keys, but NO WEAPONS or AMMO). Weapons should be available by the fourth week. 100-foot tape measure should be available for crash investigation week. DO NOT bring them to the Academy, until instructed to do so. No personal items or clothing, except as listed above, are allowed in the billet area. All allowed personal items will be initialed with the Cadet’s initials in black permanent ink before reporting. Meals and lodging for Cadets will be provided during attendance at the Academy. Special dietary and/or ADA needs, such as: food for diabetics, lactose intolerance, or vegetarian requirements, or special ADA equipment shall be brought to the BLETP Training Supervisor prior to the class starting or as soon as possible on Day 1. How do I become a Police Officer? If you are interested in becoming a Law Enforcement Officer in the State of Maine here is information that will guide you. You first must meet the prerequisites. You can find these on our website at “Maine Criminal Justice Academy”. You must meet the age and education requirements listed. You must also take and pass the Alert Test. You can find this information as well on our website. Law enforcement Pre-Service Course: This course is the least amount of education you need in the state of Maine to carry a firearm on duty and to have powers of arrest. You can visit our website page. Here you will find a list of upcoming classes, as well as a place to download an application which will explain the process to apply to this course. You will get a course completion certificate at the end of this course. This will allow you to apply at Law Enforcement Agencies to work as a Law Enforcement Officer on either a Part Time, or Full Time Basis. A Law Enforcement Agency is required to send the Criminal Justice Academy a Notice of Employment Form and a Firearms Qualification Form when they hire an employee as a Law Enforcement Officer. Once the Academy receives this information we will process the documentation and send your hiring agency your Certification Number. You can only be Certified as a Law Enforcement Officer if you are Actively Employed by a Law Enforcement Agency as a Law Enforcement Officer. Once your employment is terminated, you are no longer a Certified Officer. Basic Law Enforcement Training Program: The Basic Law Enforcement Training Program is an 18-week residential program. You will be required to arrive at the academy early Monday morning, and will be in training until Friday late afternoon when you will be released to go home. You can apply to the Criminal Justice Academy as a tuition student. You can find the requirements, cost, application, and deadline dates on our website. The financial responsibility for this training will be the students. This includes a polygraph examination, psychological testing, medical examination, and tuition for the course. You will also be required to complete the application process along with interviews and meeting physical agility testing requirements. You must pass all the requirement standards to be accepted into the training program. If you are hired by a Law Enforcement Agency as a Full Time Law Enforcement Officer, your hiring agency must enroll you in the Basic Law Enforcement Training Program within one year of employment. You must meet all the requirements as stated above including the physical agility standards. If you do not meet and pass all requirement standards you will not be accepted into the training program. Where can I go to find study material for the ALERT EXAM? There is a website for general test taking practice: For assistance with English reading, writing and grammar, we would encourage students to check with the Literacy Volunteers organization or local adult education office. How can I get rid of my old cell phone to help other people? MAINERS CAN SAVE A LIFE BY DONATING CELL PHONES TO DOMESTIC VIOLENCE PROJECTS AND SEXUAL ASSAULT SUPPORT CENTERS Bangor, ME, January 28, 2008 – A new law went in effect that requires Maine people to properly dispose of their cell phones. Title 38 Section 2143 entitled, "Cellular Telephone Recycling” bans Mainers from throwing their old and unwanted cell phones in the trash. The Maine Coalition to End Domestic Violence and the Maine Coalition Against Sexual Assault encourage Mainers to contact their local domestic violence project or sexual assault support centers to donate their phone or use the pre-paid mailing label to donate their phone. Donated cell phones will either be given to a victim or will be exchanged for a monetary donation to fund services. Nicky Blanchard, Public Awareness and Prevention Coordinator, states. “Often abusers isolate and control victim’s finances, resources and even their contact with other family and friends. The simple act of providing a 911-programmed cell phone allows scared, threatened and endangered victims to reach out to law enforcement. One cell phone, one call may save a life.” Mainers who choose to donate their cell phones have the potential to save someone’s life. Across the state, Mainers can help victims of domestic and sexual violence by dropping off their cell phones at their local domestic violence project or sexual assault support center. To find how to do so, Maine people can call the statewide domestic violence helpline 1-866-834-HELP or the statewide sexual assault crisis and support line: 1.800.871.7741 (or TTY: 1-888-458-5599). People can find out about donating their cell phone by visiting: . The Maine Coalition to End Domestic Violence (MCEDV) mission is to create and encourage a social, political, and economic environment in which domestic violence no longer exists, and to ensure that battered women are supported and that batterers are held accountable. MCEDV mobilizes and coordinates community action through a statewide network of domestic violence projects. Through these partnerships, we focus our resources on public policy, education, and systems advocacy. For more information about MCEDV, please visit www.mcedv.org. The Maine Coalition Against Sexual Assault (MECASA) is organized to put an end to sexual violence in Maine, and to ensure that there will be ongoing support and services for victims and survivors. MECASA represents and serve Maine’s ten sexual assault support centers through public policy advocacy, assistance to Maine's sexual assault support centers, public awareness and prevention activities, and statewide training. For more information about MECASA, please visit www.mecasa.org. Where do I go for On-Line Training? Online training is located at the following: Dirigo Safety: www.dirigosafety.com Police One: www.policeone.com What is the Basic Law Enforcement Training Program Waiver Process? Only Full Time Law Enforcement Officers who are employed in a law enforcement capacity or received a conditional offer of employment from a Maine law enforcement agency can apply for a waiver of the Basic Police School. The Basic Law Enforcement Training Program (BLETP) is an intensive 18 week, 720 hour residential program to prepare Law Enforcement Officers for duty for the State of Maine. We do accept similar programs for officers who are trained in other states. Most Federal or Military programs do not meet the ‘substantially similar’ requirement. If you meet the conditions in the first paragraph, the Academy will require the following information to determine if you are eligible for a waiver. As a condition of any waiver request, you might have to take some additional classes in our program that we feel are important that might have been lacking in your Academy program. You must: Be employed as a full time Law Enforcement Officer or Conditional offer of employment for same (COE require $250 in advance to process)Provide documentation for your Basic Law Enforcement training, to include a course syllabus and schedule of classes. We also require the name of Academy, the address, and your specific dates of attendance. Provide documentation on In-Service classes (in hours) • Provide documentation on College course attended to include college transcripts • Provide documentation on Full Time Law Enforcement employment You will also have to meet the following Academy standards and Pre-service Standards: Be at least a high school graduate • Be at least 21 years of age, or age 20 with 60 college credits • Have or able to obtain a Maine operator’s license • Have no convictions for or have engaged in any conduct which would constitute Murder, Class A, Class B, Class C, or Class D crimes, or any provision of the Maine Criminal Code, Chapters 15, 19, 25, or 45 which include Theft, Falsification in Official Matters, Bribery & Corrupt Practices, and Drugs. • Must be of good moral character as determined by a through background investigation by the hiring agency, and You must also meet the equivalent of the pre-service program, which includes: pass Phase I of the MCJA Pre-Service program • successfully complete the examination in the pre-service program after all items above are completed. • And lastly, demonstrate proficiency with service weapon to the basic law enforcement school standard by a MCJA certified firearms instructor Any waiver request is contingent upon formal approval by the Maine Criminal Justice Academy Board of Trustees and successfully passing a Certification Exam. What is the "Law Enforcement Officers Safety Act"? Under the “Law Enforcement Officers Safety Act” (HR-218), qualified active and retired law enforcement officers are permitted to carry concealed handguns nationwide. The law amends the Gun Control Act (18 U.S.C. Chapter 44) to exempt qualified active and retired law enforcement officers from state and local laws prohibiting the carry of concealed firearms. This Act requires that all qualified retired law enforcement officers meet the same firearms standard required of active duty law enforcement officers. In accordance with the Federal Act, the Maine Criminal Justice Academy provides a process for Maine residents who are retired law enforcement officers to meet the firearms qualification standards. A list of Participating Certified Instructors and the Application form are posted on this website under the "Forms" link. How do I apply for the Law Enforcement Pre Service Program? You can find out more about the Law Enforcement Pre Service and download an application from our web site under the "Law Enforcement Pre Service" link under "Training". What is the Law Enforcement Pre Service Program? Before any person may serve as a law enforcement officer in Maine, they must meet the training standards of the Law Enforcement Pre Service Program. The Law Enforcement Pre Service is the required training program for all part-time officers. What is the ALERT Examination? The ALERT Examination is a reading comprehension and writing skills test. It is used to ensure that applicants to the Law Enforcement Pre-Service and the Basic Law Enforcement Training Program have the requisite reading and writing skills to complete the programs and function as a law enforcement officer. How do I sign up to take the ALERT Examination? The ALERT Examination is offered at the Maine Criminal Justice Academy in Vassalboro on the 1st and 3rd Wednesday of each month. To make an appointment to take the exam please call (207) 877-8000. Applicants must bring with them a government issued picture identification such as a driver's license and the $50.00 fee. If paying with cash, please bring the correct amount. If paying with check, please bring a check for $50.00 made payable to "Treasurer, State of Maine". Applicants should arrive at 8:30 AM. Anyone arriving after the exam has started will be asked to reschedule. No electronic devices such as cellular phones or cameras will be allowed in the testing room. Please lock these devices in your vehicle before entering the building. Directions to the Academy can be found at Driving Directions. What is the application process for the Basic Law Enforcement Training Program? Basic Law Enforcement Training Program Application Process Only Full Time Law Enforcement Officers who are employed in a law enforcement capacity or a person making an application to and being accepted as a tuition student can attend the Basic Law Enforcement Training Program (BLETP). A tuition student applicant should complete Phase I of the application form (web site: Forms; Basic law Enforcement Training Program; Application for BLETP tuition Candidates) by the due date indicated in order to be CONSIDERED for acceptance into the Basic Law Enforcement Training Program. The Chief Law Enforcement officer of a currently employed full time law enforcement officer should notify the Academy by submitting a Notice of Employment (NOE) form within the first 30 days of employment. (web site: Forms; Administrative Forms; Notice of Employment or Termination) This will notify the Academy that an officer needs to be trained. In addition to the notice of employment, the CLEO should send in the following properly completed forms to the Academy before any officer can be accepted into the BLETP. Motor Vehicle License Verification form Signed by CLEO Background Investigation form Signed by CLEO & Officer; Notarized Medical Form Signed by Physician & Officer Polygraph form Signed by CLEO Psychological Form Signed by CLEO Weapons Form Signed by CLEO These can be found under the forms section of the MCJA web site under Combined LE Agency forms (web site: Forms; Basic Law Enforcement Training Program; Combined LE Agency). Once an officer is accepted into the BLETP, they are required to report to the MCJA approximately 1 month before the start of class to receive an orientation and PT testing. The PT assessment must be passed at least at the 40% for all three tests in the same testing period in order to qualify for the class. Cadets will be expected to bring equipment similar to that listed below. It should be noted that this list changes slightly with each class. The official equipment list will be available to the Cadets at the Orientation, 1 month prior to the start of the class. Cadets must bring the below listed articles with them when reporting for training at the Maine Criminal Justice Academy. There are no facilities available for purchase of these articles at the Academy. Wearing Apparel § Three (3) to five (5) pair of Propper International BDU navy blue pants, style no. (F5201). These may be purchased at Wise Uniform in Augusta, Tri-State Uniform in Winthrop, Allen Uniform in S. Portland, etc). (5 are recommended & no sewn-in creases on pants). § Three (3) to five (5) long sleeve Propper International BDU navy blue long sleeve shirts, style no. (F5452). These may be purchased at Wise Uniform in Augusta, Tri-State Uniform in Winthrop, Allen Uniform in S. Portland, etc). (5 are recommended & no sewn-in creases on shirts or pants). § One (1) black knit watch cap and one (1) pair of black gloves. § One (1) pair of all leather full height boots that will accept a high gloss shine. A second set of footgear is desirable. (No vinal, leather luster prepped or similar style footgear will be allowed). § One (1) raincoat. (No lettering, unless agency issued). § One (1) black belt (garrison type or of equal thickness) which must have silver buckle or be agency issued. § Four (4) single width belt keepers with silver snaps or be agency issued. § One (1) agency nametag. Athletic Equipment § At least one (1) pair of running /cross trainer shoes. (1 each recommended). § At least one (1) athletic supporter (males) and one (1) sports bra (females). (2 are recommended). § Ten (10) to twelve (12) pairs of white athletic socks. (12 are recommended). § Two (2) pairs of navy blue, mid thigh length athletic shorts with no pockets and no lettering. § Five (10 to twelve (12) navy blue crew neck "T" shirts with no insignias. (12 are recommended). § One (1) protective mouthpiece and one (1) groin protection, for defensive tactics training. § One (1) pair of white cotton work gloves. (for running outdoors). § One (1) navy blue crew neck sweat suit, with no insignias, zippers, hoods or lettering. (2 are recommended). Miscellaneous Equipment § Laptop computer with Microsoft Word § One (1) net or nylon laundry bag. (white is preferred). § One (1) fully operational flashlight. (4 to 5 C/D Cell or Re-chargeable). § One (1) pocket rescue breathing mask with one-way valve for CPR training. § Five (5) to six (6) personal white towels and white wash clothes. (6 are recommended). § Shoe polish, brush, cloth and container for storage. (no larger than shoe box). § Shaving gear, toiletry items and container for storage. (no larger than shoe box and may contain antibacterial soap). § Ear and Eye protection for firearms training. (ear protection must be earmuff type). § One (1) reflective traffic vest and one (1) small sewing kit. § Two (2) small spiral bound notebooks that will fit in shirt pocket. § One (1) bathrobe and one (1) pair of shower footwear. § Seven (7) to Eight (8) pairs of underwear, as appropriate for gender. (8 are recommended). § Six (6) to seven (7) closet hangers. (7 are recommended). § One (1) can of Inert O.C