

**GREAT PLAINS TECHNOLOGY CENTER  
COURSE OF STUDY**

<b><u>Career Cluster:</u></b>	Law, Public Safety, Corrections and Security (LW)
<b><u>Career Pathway:</u></b>	Law Enforcement Services (LW004)
<b><u>Career Major:</u></b>	Criminal Justice Officer (LW0040001)
<b><u>Career Major Hours:</u></b>	Secondary Students: 1050 Hours Adult Students: 1050 Hours
<b><u>Instructor:</u></b>	Name: Buddy Neasbitt Office Number: (580) 250-5522 E-Mail Address: bneasbitt@greatplains.edu
<b><u>Academic Credit:</u></b>	Secondary Students: 3 high school credits per year. Adult Students: Transcript
<b><u>Prerequisites:</u></b>	Background check required. A 10 <sup>th</sup> grade reading, writing and math level is recommended.

**Career Major Description:**

This career major is an introduction to the historical background, professional direction, agencies and processes, purposes, functions, ethics, administration, and technical problems of the criminal justice system. Areas examined are municipal, state, and federal systems.

This career major will prepare students to enter the law enforcement profession as a qualified candidate. Students enrolled in the Criminal Justice career major will receive training that meets or exceeds CLEET standards. Students enrolled in the Criminal Justice career major must complete an 80 hour ride-a-long internship with the Lawton Police Department, Lawton Police Dispatch, US Marshall's Office and other agencies as assigned. Students must agree to allow the Great Plains Technology Center to submit their name to the Lawton Police Department and US Marshall's Office for approval to participate in the ride-a-long internship portion of this work-based learning experience.

**Career Major Goals:**

Students enrolled in this major will be given the opportunity to develop the skills and attitudes needed to successfully enter the law enforcement profession according to their personal choice, ability, and resourcefulness

Upon achieving the goals of this career major, students will:

- Become competent in the fundamental skills of the law enforcement profession.
- Become qualified for further related education and/or entry into the job market.
- Participate as responsible citizens.
- Develop positive and realistic self image.
- Develop the ability to work with limited or no supervision.
- Accept and abide by the rules and regulations established by the school, and place of employment.
- Develop occupationally related communication and problem solving skills.

**Related Career Opportunities:**

- Law Enforcement Officer
- Security Guard
- Private Investigator

**Career Major Objectives:**

After successful completion of this career major, the student will be able to:

- Follow the standards and procedures of the law enforcement profession.
- Become aware of and use the standard procedures to ensure safe operation in law enforcement.
- Become familiar with the methodology necessary to enter the profession.
- Identify and understand legal, moral, and ethical responsibilities in law enforcement.
- Identify and differentiate between ethical and unethical conduct in selected situations.
- Participate in occupational work-hardening activities.
- Successfully complete occupationally related physical fitness assessments.

**Career Major Course Sequence:**

- HS Student and Part-time Adult (Year One): Course Sequence I
- HS Student and Part-time Adult (Year Two): Course Sequence II
- Full-time Adults (Year One): Course Sequence I and II

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**DESCRIPTION OF COURSES  
SEQUENCE I**

<b><u>Course #</u></b>	<b><u>Course Name</u></b>	<b><u>HST</u></b>	<b><u>HSL</u></b>	<b><u>ADT</u></b>	<b><u>ADL</u></b>
<b>TI00942</b>	<b>Introduction to Criminal Justice</b>	<b>10</b>	<b>20</b>	<b>10</b>	<b>20</b>
An introduction to the historical background, professional direction, agencies and processes, purposes, functions, ethics, administration, and technical problems of the criminal justice system. Areas examined are municipal, state, and federal systems.					
<b>TI00805</b>	<b>Law Enforcement Equipment</b>	<b>10</b>	<b>20</b>	<b>10</b>	<b>20</b>
Study equipment use and maintenance for the beginning peace officer. This course is presented by lecture, supported by training aids, practical application and competency based examinations.					
<b>TI00179</b>	<b>C.L.E.E.T. Phase I</b>	<b>10</b>	<b>20</b>	<b>10</b>	<b>20</b>
Study private security training required by the Oklahoma Security Guard and Private Investigator's Act of 1987. Areas of student include interpreting the O.S.G.P.I. Act, responding to accidents and emergencies, responding to fire, writing field notes, writing reports, interpreting legal powers and limitations. Upon completion of C.L.E.E.T. phases I and II, students qualify to sit for the State Unarmed Security exam for Oklahoma State Unarmed Security Guard License.					
<b>TI00807</b>	<b>Traffic Management &amp; Accident Investigation</b>	<b>10</b>	<b>20</b>	<b>10</b>	<b>20</b>
Principles of traffic control, traffic safety, traffic law enforcement (title 47 Oklahoma State Statutes), selective enforcement, traffic accident investigation, industry accepted techniques, standard and high-risk traffic stops.					

<b>TI00506</b>	<b>Defensive Tactics for Law Enforcement</b>	<b>25</b>	<b>50</b>	<b>25</b>	<b>50</b>
Unarmed self-defense tactics, use of various less than lethal weapons for defense, physical fitness training, and practical application of arrest scenarios against resisting offenders.					
<b>TI00801</b>	<b>Tactical and Interpersonal Communications</b>	<b>10</b>	<b>20</b>	<b>10</b>	<b>20</b>
This course is an introduction to leadership, negotiations, and communications, radio techniques, telecommunications, critical thinking, prioritization, telephone etiquette, and stress management.					
<b>TI00512</b>	<b>Police Function and Fundamentals</b>	<b>15</b>	<b>30</b>	<b>15</b>	<b>30</b>
Theory and basic knowledge required to perform as an entry-level peace officer. Areas of study include authority, ethics, arrest powers, collection of evidence, U.S. Constitutional law, public relations, patrolling, and criminal procedure.					
<b>TI00172</b>	<b>Bio Terrorism</b>	<b>5</b>	<b>10</b>	<b>5</b>	<b>10</b>
Study techniques in threat assessment, target assessment, surveillance, detection, intervention, and response to bio-terrorist threats.					
<b>TI00802</b>	<b>Workforce Staging</b>	<b>0</b>	<b>30</b>	<b>0</b>	<b>30</b>
This course is designed to be delivered as an integrated component within the courses taken by the individual student. The course is designed for the development of leadership, personal development and employability skills.					
<b>TI00504</b>	<b>Criminal Justice Internship – Session I</b>	<b>0</b>	<b>210</b>	<b>0</b>	<b>210</b>
The Criminal Justice Internship provides the student with basic law enforcement knowledge and practical application of communications, and patrol tactics. Emphasis is on teamwork in patrol activities and responsibilities of the student officer. All evaluations are competency based.					

<b>Sequence I Subtotal Hours:</b>	<b>Theory</b>	<b>Lab</b>	<b>Total</b>
High School Student:	95	430	525
Adult Student:	95	430	525

**DESCRIPTION OF COURSES  
SEQUENCE II**

<b><u>Course #</u></b>	<b><u>Course Name</u></b>	<b><u>HST</u></b>	<b><u>HSL</u></b>	<b><u>ADT</u></b>	<b><u>ADL</u></b>
<b>TI00177</b>	<b>C.L.E.E.T. Phase II</b>	<b>10</b>	<b>20</b>	<b>10</b>	<b>20</b>
Study private security training required by the Oklahoma Security Guard and Private Investigator's Act of 1987. Areas of study include practicing public relations, performing fixed post duties, patrolling, investigating security incidents, and terrorism awareness. Upon completion of C.L.E.E.T. phases I and II, students qualify to sit for the State Unarmed Security exam for Oklahoma State Unarmed Security Guard License.					
<b>TI01334</b>	<b>Digital Forensics</b>	<b>25</b>	<b>50</b>	<b>25</b>	<b>50</b>
This course will introduce students to digital forensics and teach them how to obtain digital evidence for use in an investigation. Students are introduced to basic computer and networking concepts, the internet, and computer crimes. In addition, students will learn how to manage evidence and the industry best-practices for examining computers that might contain crime-related information.					

**TI00508 Criminal Procedure** 10 20 10 20  
 Study principles of criminal procedure as they apply to important areas of jurisdiction, venue, complaints, warrants, search and seizure. The focus of the course is on the operational level of law enforcement.

**TI00507 Law Enforcement Equipment and Weapons** 20 40 20 40  
 Study various types of equipment and weapons currently used by law enforcement. Subjects include safety policies, procedures, care and maintenance of weapons and equipment.

**TI00935 Criminalistics & Intro to Forensic Science (Forensics I)** 20 40 20 40  
 Study legal and technical requirements for searching, detecting, collecting and preserving evidence from the crime scene through laboratory analysis. Lecture supported by laboratory and practical application of physics, biology, fingerprint analysis, and chemical development of trace evidence.

**TI00932 Criminal Law** 10 20 10 20  
 Study classification of crimes, and elements of crimes. Examine criminal acts, defensive strategies; the effects of legal decisions upon criminal law; examination of statutes, and punishment.

**TI00225 Criminal Evidence** 10 20 10 20  
 Study law, rules, and types of evidence as they pertain to admissibility.

**TI00511 Criminal Investigation** 10 20 10 20  
 The legal and technical procedures required to gain the evidence necessary to prove the elements of crimes as defined by the Title 21 Oklahoma State Statutes. The course includes the search, collection and preservation of evidence, witness and victim interviewing, preparation of reports, crime scene records, standard crime scene photography, and virtual crime scene photography.

**TI00504 Criminal Justice Internship – Session II** 0 180 0 180  
 The Criminal Justice Internship provides the student with basic law enforcement knowledge and practical application of communications, and patrol tactics. Emphasis is on teamwork in patrol activities and responsibilities of the student officer. All evaluations are competency based.

<b>Sequence II Subtotal Hours:</b>	<b>Theory</b>	<b>Lab</b>	<b>Total</b>
High School Student:	115	410	525
Adult Student:	115	410	525

<b>Career Major Total:</b>	<b>Theory</b>	<b>Lab</b>	<b>Total</b>
High School Student:	210	840	1050
Adult Student:	210	840	1050

**Evaluation Policy:**

**Employability Grades (100 points per week; 50% of final grade)**

The employability skills grade is based on 20 points per day (which may include: attitude, attendance, safety, punctuality, cooperation, participation, clean-up, class preparation, school/classroom rules, and time management). Points will be deducted if these responsibilities are not met at the instructor's discretion. Students will be allowed to make up unearned

employability points for **excused** absences only. Full credit will be given for assignments/tests that have been made up (see Student Handbook).

**Performance Grades (20% of final grade)**

- Live projects
- Performance or skill tests
- Homework
- Written Assignments

**Test Grades (30% of final grade)**

- Test grades will be based on a 100-point scale.
- Test grades include written and/or skills tests.
- A test will be given for each unit of instruction.
- Tests are to be taken as a unit is completed.
- Tests must be completed within allotted time.

**Final Grade (9 Weeks Period)**

9-weeks grade will be calculated by averaging grades in each category and summing each category according to their assigned weight. Progress reports will be sent to home schools at six and twelve-week intervals each semester as required or requested. Grades are accessible on-line at <http://sonisweb.greatplains.edu/studsect.cfm>

**Grading Scale:**

The grading scale as adopted by the Board of Education is as follows:

- A = 90 – 100
- B = 80 – 89
- C = 70 – 79
- D = 60 – 69
- F = Below 60
- W = Withdrawn
- I = Incomplete
- N = No Grade (Refer to Student Handbook)

**Make-Up Work Policy:**

**All Make-Up Work Is The Responsibility Of The Student.** Make-up work will be handled as specified in the Student Handbook. Please be sure to read and understand all student policies, especially make-up of assignments, tests and employability due to absences. Students should always arrange for any make-up work with the instructor as per the Student Handbook. Students should keep track of his or her progress and grades.

**Attendance Policy:**

For specific information related to attendance and tardiness refer to the Student Handbook. Students should keep a written record of their absences and tardiness.

**Course Requirements and Expectations:**

The general course requirements and expectations include:

- Teaching methods consist of lecture and “hands on” projects.
- The student must demonstrate the ability to apply safety to all aspects of the Law Enforcement field.

- It is recommended that the student meet with the teacher and their parents at least once per semester.
- All students must adhere to the policies and procedures in the GPTC Student and Cadet Handbooks.
- SkillsUSA is the student organization for the Law Enforcement field. This club offers an outstanding opportunity to develop leadership and social skills. Students are highly encouraged to participate.
- Upon satisfactory major completion, students will receive a Competency Profile. A rating will be given in each subject area. Upon satisfactory major completion, students will receive a transcript.
- Students should dress and groom appropriately for the job they are being trained for.
- C.L.E.E.T. Testing Standards are 85% or above for passing.

**Student Behavior Includes:**

- All students will wear the prescribed class uniform each day of class.
- Uniforms will be worn properly with the boots bloused, shirt tucked in and with the Velcro under belt.
- Uniforms will be worn from the beginning of the class period to the end of the class period, or until shop cleanup is finished. This includes during any period of time when a student may be out of the shop or classroom 910.
- Students will wear their uniform properly while on break.
- Uniforms in need of repair will be fixed within 3 days or replaced.
- Uniforms should fit properly or be replaced. Students will not wear uniform clothing with other clothing. Students may not alter their uniforms in any way without the specific permission of the instructor.
- Students will wear their student ID badge at or about their right breast pocket area any time they are on campus, this includes break times.
- The student ID badges will not be altered in any way.
- Students will wear the foot wear designated for the uniform.
- Students will wear clear safety glasses at all times while working in the lab environment. Clear prescription glasses will be permitted. Safety glasses may not be altered without the specific permission of the instructor.
- Safety precautions prohibit the wearing of shorts, tank tops, sleeveless shirts and visible body piercings. Full length pants are to be worn as this is a working environment.
- All cell phones or other electronic devices shall be turned off and placed in the student's locker during classroom instructional time or lab work.
- Students will be required to wear appropriate uniforms as prescribed in the cadet handbook for both work hardening and professional training.

***NOTE: For additional information or questions regarding the GPTC School policies and procedures, please refer to the Student Handbook and/or the Instructor.***

**Industry Alignments:**

- CLEET

**Certification Outcomes:**

**Tier 1** – Certifications Recognized, Administered and/or Endorsed by Industry

- National Law Public Safety and Corrections Core Assessment (5001)

**Tier 7** – National Career Readiness Certificate in Applied Mathematics, Locating Information and Reading for Information:

- Platinum Level – 6 or above in all three areas
- Gold Level – 5 or above in all three areas
- Silver Level – 4 or above in all three areas
- Bronze Level – 3 or above in all three areas

**CIP Code and SOC Code Crosswalk:**

- CIP Code – 43.0107
- SOC Code – 33-3051.01

**Instructional Materials and Supplies:**

*Students are not required to purchase textbooks or supplemental materials.*

**eLearning Curricula:**

*“PoliceOne Academy.” [Policeoneacademy.com](https://www.policeoneacademy.com/). Web. 2016. <<https://www.policeoneacademy.com/>>*

**Textbooks:**

Bennett, W., and K. Hess. Criminal Investigation. 1-4354-6993-3. Belmont: Wadsworth Publishing, 2004.

Oklahoma Vehicle, Criminal, Alcohol, Tobacco & Drug, and Boating & Game and Fish Laws Reference Book. B000Q6KQZC. Oklahoma Department of Public Safety, 2009.

State of Oklahoma. Department of Public Safety. Oklahoma Statutes Title 21 and 22. Oklahoma City.

**Supplemental Training Material:**

*C.L.E.E.T.* Council on Law Enforcement Education and Training. PowerPoint.

State of Oklahoma. Oklahoma Bureau of Investigation. Crime Scene Manual, 2004.

*In the Line of Duty Training*. 2010. Video.