

LAKESHORE COLLEGE

# Criminal Justice

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## Program Handbook

Fall 2025



*"To Serve and Protect"* are the words that define the commitment of law enforcement personnel.

*"Dedicated and Committed"* are the words that describe the students who achieve their dreams.

*"Exceeding Standards"* is the pathway to a successful law enforcement career.

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## **Lakeshore College Criminal Justice Program Policies**

Welcome to the Criminal Justice Program at Lakeshore College!

We hope you are as excited about starting a career in Law Enforcement as we are to have you here. As of today, we consider you to be in the Law Enforcement profession. As such, you will be held to a higher standard. You will be expected to always display the highest level of professionalism, courtesy, and responsibility. To get you started, we have summarized in this guide, the program policies that you will be expected to follow, in addition to the rules established by the college which are identified in the Student Handbook.

( <http://globaldatebooksonline.com/flipbooks/ltc/#p=Front%20Cover> )

We look forward to the upcoming semesters with you and we hope that you have fun while working hard in achieving your career goals.

The Lakeshore Criminal Justice Staff

### 315047 Criminal Justice 720 Embedded Academy

Catalog Number	Course Title	Credit Value
<b>Term 1 (Spring)</b>		
10504700	Introduction to Criminal Justice	3
10504915	Basic Patrol Response	2
10501916	Basic Tactics	2
10504703	Basic Investigations	3
10504920	Physical Fitness Phase 1	1
10504917	Intermediate Investigation	1
10504711	Intermediate Patrol Response	2
10801196	Oral Interpersonal Communication	3
	Total	17
<b>Term 2 (Summer)</b>		
10504713	Advanced Tactics A	2
10504712	Advanced Tactics B	2
10504921	Physical Fitness Phase 2	1
10504706	Emergency Vehicle Response	2
	Total	7
<b>Term 3 (Fall)</b>		
10504918	Advanced Investigations	5
10504709	Traffic Response	3
10504708	Physical Fitness Phase 3	1
10504714	Special Response Tactics	1
10504195	Law Enforcement Capstone	2
	Total	12
	Program Total	36

**Criminal Justice-Law Enforcement 2**  
**Program Curriculum 2025**  
10-504-6

**Term 1 (Fall)**

10504118	Intro to Public Safety	2
10504170	Public Safety Fitness	1
10504910	Law Enforcement Career Development	2
10801136	English Composition 1	3
10809198	Introduction to Psychology	3
10804189	Introductory Statistics	<u>3</u>
	<b>Total</b>	<b>14</b>

**Term 2 (Spring)**

10504700	Introduction to Criminal Justice	3
10504915	Basic Patrol Response	2
10504916	Basic Tactics	2
10504703	Basic Investigations	3
10504920	Physical Fitness Phase 1	1
10504108	Professional Communications in Public Safety	1
10504917	Intermediate Investigation	1
10504711	Intermediate Patrol Response	2
10809122	Introduction to American Government	
	OR	<u>3</u>
	10809166 Introduction to Ethics: Theory & Application	
	<b>Total</b>	<b>18</b>

**Term 3 (Summer)**

10504713	Advanced Tactics A	2
10504712	Advanced Tactics B	2
10504921	Physical Fitness Phase 2	1
10504706	Emergency Vehicle Response	2
10801198	Speech	3
10801196	Oral Interpersonal Communications	<u>3</u>
	<b>Total</b>	<b>13</b>

**Term 4 (Fall)**

10504918	Advanced Investigations	5
10504709	Traffic Response	3
10504171	Advanced Patrol Techniques	3
10504708	Physical Fitness Phase 3	1
10504714	Special Response Tactics	1
10504195	Law Enforcement Capstone	<u>2</u>
	<b>Total</b>	<b>15</b>

<b>Program Total</b>	<b>60</b>
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## **Law Enforcement Code of Ethics**

AS A LAW ENFORCEMENT OFFICER, my fundamental duty is to serve humanity; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation, and the peaceful against violence or disorder; and to respect the Constitutional rights of all persons to liberty, equality and justice.

I WILL keep my private life unsullied as an example to all; maintain courageous calm in the face of danger, scorn, or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed in both my personal and official life, I will be exemplary in obeying the laws of the land and the regulations of my department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

I WILL never act officiously or permit personal feelings, prejudices, animosities, or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear or favor, malice or ill will, never employing unnecessary force or violence and never accepting gratuities.

I RECOGNIZE the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of the police service. I will constantly strive to achieve these objectives and ideals, dedicating myself to my chosen profession....

## **Law Enforcement.**

## Program Admission Requirements

- Submit application. Apply here [Lakeshore College Apply](#)
  - Submitting an application for admission does not guarantee entry into your program.
- Submit official transcripts (high school and other colleges)
- Complete Background Information Disclosure form.
  - The Wisconsin Caregiver Program responds to the potential for physical, emotional and financial abuse of vulnerable citizens by persons who are entrusted to provide care. The Caregiver Law is intended to protect persons from physical harm and misappropriation of property. The Lakeshore College District is subject to the requirements of the Wisconsin Caregiver Program. In addition, the Lakeshore College District has a public interest obligation to assure that all students, engaged in clinical practice and law enforcement tactical programs, may be safely permitted to have contact with patients and children in a caregiver role, as well as contact with tactical equipment. Sections 48.685 and 50.065 of the Wisconsin Statutes require all students to complete a background check before participating in a clinical or practicum requirement that involves contact with patients or children in a caregiver role. In conformance with applicable law, the Lakeshore College District will collaborate with local health care, child care and law enforcement agencies to closely examine the results of background information disclosures. Pending charges and convictions may disqualify students from specific course work and programs for the reasons set forth above. Section A.1. of the Background Information Disclosure form requires you to disclose all pending charges and convictions. This includes pending charges, as well as conviction of a felony, misdemeanor or municipal ordinance violation, in any court, including all military courts, or a tribal court. If you are uncertain as to whether a pending charge or conviction is covered, disclose it. Convictions and pending charges are reviewed on an individual basis with respect to impact upon admission to programs. Failure to disclose a charge or conviction will prevent program admission or result in dismissal proceedings, as appropriate, subject to program requirements. All convictions and pending charges are examined, with final decisions based on the specific nature and circumstances of each charge or conviction, and the correlation to clinical, practicum, and tactical programs.
- Complete the Student Success Questionnaire
- Complete Technical Standards form.
- Schedule your First Time Program Counseling/Registration Session with your assigned program counselor to plan your first semester schedule, review your entire plan of study and discuss the results of the Student Success Questionnaire.

### **Enrollment Process**

After you are admitted to your program you will meet with your Program Advisor to plan your first-semester schedule, review your entire plan of study, discuss placement assessment results and complete any additional enrollment requirements.

### **Enrollment Requirements for This Program Include:**

- View and print Functional Ability Statement of Understanding for this program
- Background Check

### **Institutional Learning Outcomes**

The Institutional Learning Outcomes are the foundation of the Lakeshore College experience. All students who graduate from any Lakeshore College Program are expected to be able to demonstrate the following Institutional Learning Outcomes:

1. Communicates effectively
  - ☐ Utilize effective communication practices.
  - ☐ Express ideas and information clearly.
2. Demonstrates critical thinking
  - ☐ Define problems clearly.
  - ☐ Apply appropriate methods to solve problems.
3. Works collaboratively
  - ☐ Contribute positively to team efforts.
  - ☐ Apply resolution of conflicts constructively.
4. Exhibits respect of individuality
  - ☐ Demonstrate the respect of others' viewpoints.
  - ☐ Promote inclusivity.
5. Models professionalism
  - ☐ Exhibit behaviors consistent with workplace standards.
  - ☐ Demonstrate personal accountability.

### **Program Outcomes**

- Think critically.
- Manage emergencies.
- Communicate effectively.
- Demonstrate professionalism.
- Interact with others.
- Demonstrate tactical skills.



**Student Conduct Code**

Lakeshore College is an academic community that maintains high standards of instruction and provides a safe campus for all persons utilizing its programs and services. As a learning organization, Lakeshore monitors student conduct, encourages positive behaviors, and requires academic integrity in support of a positive teaching and learning environment.

Students are expected to maintain appropriate behavior when attending college classes and activities. If actions become disruptive to the classroom and/or to other learners, the individual(s) may be requested to leave the class or event. This includes behavior that may be disorderly, profane, unreasonably loud, indecent, or violent. Additionally, the incident may be referred to the student conduct officer for possible academic sanctions, if applicable and warranted.

The Student Handbook is available on the Lakeshore website:

<http://globaldatebooksonline.com/flipbooks/ltc/#p=Front%20Cover>

**Self-Reporting Requirements**

Your program acceptance is tentative until confirmation is received by the college from the Department of Justice on your background disclosure information. From the time you complete the Background Information Disclosure form until you graduate from or drop the program, understand that if you are charged with or convicted of a crime or if you are investigated for any violation of a local, state or federal law, you must report this to the Lakeshore College Public Safety Dean within 1 day. Understand that (1) this investigation may result in your suspension from practicums which may delay or prevent your graduation from the program; and (2) your failure to report will result in your removal from the program.

**Electronic Communication Devices**

Use of Electronic Communication Devices during class is prohibited unless approved by the instructor. Use of personal lap top and tablet computers can be used for classroom purposes or at the direction of the instructor only. All other use is prohibited and can result in the device(s) being banned from the classroom and the student being in violation of the Student Conduct Code.

**Academic Integrity Code**

Academic dishonesty refers to actions that impact or interfere with the fair evaluation of a student's performance such as (but are not limited to) misrepresentation of academic records, cheating, plagiarism, fabrication, multiple submissions, facilitating academic dishonesty, and unfair advantage. Any student caught violating the academic integrity code will fail the course and be referred to the program coordinator for additional disciplinary action, up to and including dismissal from the program.

## **Social Media**

If you have a social media profile on any platform, we encourage you to maintain a neutral presence. We encourage you not to partake in any online arguments or post any inflammatory material. We encourage you to not post any materials of yourself wearing your Criminal Justice Academy uniform.

## **Accommodation Services**

Accommodation Services partners with students and their instructors to develop accommodation plans that ensure equal access to participation in programs, services, and activities. These plans are voluntary, confidential, and outcome neutral.

- STUDENTS WITH DISABILITIES may be eligible for Accommodations based on the Americans with Disabilities Act of 1990 and Section 504e of the Rehabilitation Act of 1973.
- STUDENTS WHO ARE PREGNANT OR PARENTING may be eligible for accommodations based on Title IX of the Educational Amendments of 1972.

To get started, log into your MyLAKESHORE account (<https://myapps.microsoft.com>). Click on the Current Students tile. Click on the Academic Resources drop-down and select Accommodation Services. You may also contact Accommodation Services at 920.693.1120 (TTY 711) or [as@gotoltc.edu](mailto:as@gotoltc.edu).

## **Title IX Statement**

Title IX of the Education Amendments of 1972 is a federal sex law governing how educational institutions receiving federal funds respond to allegations of sex discrimination, including sex-based harassment and unlawful harassment. Title IX applies to the entire college community including students and employees.

The College is committed to helping create a safe and open learning environment for all students. If you have experienced any form of sex-based harassment such as quid pro quo, hostile environment harassment, sexual assault, dating violence, domestic violence, and/or stalking and sexual exploitation, know help and support are available. The College strongly encourages all members of the community to act, seek support, and report incidents to the Title IX Deputy Coordinator. Under Title IX, all Lakeshore employees are required to disclose information about such harassment to the Title IX Deputy Coordinator. Complaints can be made to the Title IX Deputy Coordinator, [chou.yang@gotoltc.edu](mailto:chou.yang@gotoltc.edu) / 920-693-1733.

For more information about reporting options and resources, go to Safety and Security | gotoLTC (<https://gotoltc.edu/safety-security>) and Title IX Sexual Harassment Policies and Resources | Lakeshore College (<https://gotoltc.edu/about/title-ix>).

In case of an emergency, please call 911.

**Attendance Policy**

Students are expected to attend all Criminal Justice classes. Absences that are not excused by prearrangement with the Course Instructor are considered unexcused absences with the exception of those due to medical illness or other emergency situations. Documentation of the medical situation or other emergency situation may be required at the discretion of the Academy Director. All unexcused absences (outside of tardiness) will result in removal from the academy. **The total excused absences shall not exceed 10%** of the total number of hours of the course. Absences exceeding 10% of the total number of hours of the course will result in the student failing the course and being removed from the Law Enforcement Academy.

All instructional hours missed need to be made up and approved by the Academy Director. Make-up assignments must be of sufficient quality to provide the student with the essential information of the instructional period missed

Additionally, students are expected to be punctual for class. Entering class late disrupts the instruction, and is unacceptable. Three incidents of tardiness in a course will result in the student failing the course and will be removed from the Law Enforcement Academy. Six total incidents within a phase will result in the student being removed from the Law Enforcement Academy.

All absences (and tardiness) require "Absence/Tardy Form" to be completed by the student and submitted to the Course Instructor and Academy Director for approval.

**Academy Probation**

If you are placed on Academy Probation, you will stay on probation for the remainder of your current Academy. Students on Academy Probation will not be permitted any unexcused absences. You will only be allowed one instance of tardiness for the remainder of your probationary period.

**Weather-Related School Closures**

Because your Criminal Justice Degree also includes the Law Enforcement Academy, you must make up any course material missed. In the event of school closings due to weather, instructors will contact the students via email regarding how to make up the course material missed. It will be the responsibility of the student to check his/her Lakeshore email to learn about the plan for making up the missed course content. The course content could be made up in the form of rescheduling, online class, or other form of assignment depending on the learning objective

## **Uniform Requirements**

Unless otherwise directed, all Criminal Justice students will be required to wear:

- a. A navy-blue polo shirt with the CJ Badge Logo and duty belt.
- b. Shirts must have the student's first initial and last name on it
- c. Students are expected to wear aT-shirts with CJ Badge Logo and name, during physical fitness classes.
- d. Black cargo uniform pants, shorts are permitted during physical fitness classes only.
- e. Black boots, shoes or tennis shoes.
- f. Hats are not permitted in the classroom
- g. Outdoor activities may necessitate deviation with instructor approval.
- h. Students are not permitted to alter or otherwise deface their uniform.
- i. Pocket Notebook and black pen.
- j. Duty Belts: will not be needed for every class, but must be available upon instructor request. Failure to have available or left unattended could be subject to Academy discipline.

In the event uniforms have not arrived from the vendor designated by Lakeshore, the following requirements apply. This also applies to times the instructor makes the uniform optional.

- a. Students are prohibited from wearing clothing with offensive or vulgar language, expressions, or remarks printed on them.
- b. Students must come to class in clothing appropriate for physical activities as outlined in the syllabus and learning objectives.
- c. Students are prohibited from wearing clothing that is exceptionally revealing.
- d. Students are prohibited from wearing athletic attire that exposes the midsection, cleavage, buttocks, or groin area.
- e. Shirts must be worn at all times including during athletic activity.

Students are expected to maintain a professional appearance and an appropriate level of personal hygiene.

## **Course Grading Information:**

### **Course Grading**

All courses must be graded with a grade of (C) or higher to be considered as acceptable academically for this program. Classes with grades below that of a (C) will require retaking until a grade of (C) or better is obtained.

***Please note, a grade of (D) or (F) in a Gen Ed class is not considered a passing grade and that Gen Ed will need to be retaken. A grade of (F) in a DOJ course is not considered a passing grade and will result in your removal from the Academy.***

## **Criminal Justice Course Grading Scale:**

### **Grading**

Student must receive a grade of a (C) or higher in all Technical and General Education courses to be considered as acceptable academically for their Program. Classes with grades below that of a (C) will require retaking until a grade of (C) or better is obtained

#### **Grade Scale:**

A	93%-100%
B	86%-92%
C	78%-85%
F	Below 78%

### **End-of-Phase Examination Standards**

The State of Wisconsin Department of Justice Bureau of Training and Standards oversees the development of evaluation material for the Law Enforcement Officer basic training 720-hour curriculum. Students must obtain a passing grade of 75% or higher on all end-of-phase examinations.

Students will be taking three end-of-phase examinations during the course of the 720-hour curriculum. A student who fails an end-of-phase examination will have one opportunity to retest in that specific phase with an alternate examination. In order to be successful in the program, and in your future as a law enforcement officer, you must prepare yourself to take these examinations as serious as you would a pre-employment examination as scores are often reviewed by investigators conducting background checks.

Any student failing an end-of-phase examination twice will be removed from the academy. Students removed from the academy may still be eligible to complete their associate degree; individualized consultation with the Program Coordinator and advisor will be required. If a student is removed from the academy he or she must re-start the academy from the beginning with prior approval of the Academy Director. This policy applies only to Department of Justice examinations.

### **State Competency Testing – Practical Application Requirement**

The State of Wisconsin Department of Justice Bureau of Training and Standards has developed Performance Assessment Tasks (PAT) and Skills Checklist on specific topics in the 720-hour curriculum. Students must demonstrate their performance to the satisfaction of Board-certified instructors. For each Performance Assessment Task (PAT) and/or Skills Checklist students must pass within two attempts. Student who fails to pass within two attempts will fail the course, will not be eligible to take the end-of-phase examination and be removed from the academy. Students removed from the academy may still be eligible to complete their associate degree; individualized consultation with the Program Coordinator and advisor will be required. If a student is removed from the academy he or she must re-start the academy from the beginning Phase with prior approval of the Academy Director.

### **Test Scenarios**

Scenario testing is the final test of a student's ability to perform in real world conditions as a certified law enforcement officer. A student who fails one of the four test scenarios will be administered a retest of the type of scenario during the same regularly scheduled scenario testing session. Failure of a scenario retest results in failure of academy training. Failure of more than one original scenario test results in failure of academy training. The student, however, will still receive their associate degree.

### **Dept of Justice Student Accommodation Policy**

#### **POLICY**

The Americans with Disabilities Act (ADA) prohibits discrimination on the basis of disability. Course requirements for preparatory law enforcement, jail and juvenile detention officer training are based on bona fide occupational qualifications and will not be modified or waived. However, reasonable accommodations may be provided when appropriate.

#### **PROCEDURE**

1. Students who have a disability and, who require reasonable accommodations to successfully complete training, must notify the School Director prior to the start of the academy. Such students must provide the School Director with documentation of their disability and need for accommodation from a health care provider in accordance with the law. Reasonable accommodations may be provided by the school; for example, extended testing time may be permitted on written examinations.
2. The Training School will maintain documentation of student disability requests (to include documentation of disability and need for accommodation), and reasonable accommodations provided.
3. In the event the Training School is unable to provide accommodations, the student will be notified in writing and the denial of the request will be maintained in the student's record. In event of disagreement between the student and the Training School, the complete accommodation request, along with a copy of the denial letter, will be provided to Training and Standards Bureau for a final decision.

### **Dept of Justice Student Records Requirements**

The Department of Justice requires that the college maintains records for each Criminal Justice student throughout training. Information in this file may be shared with potential employers seeking student background information as part of the hiring process. Examples of documentation required to be maintained on file are (but not limited to): attendance records, PAT scores, and notes of any disciplinary actions.

The Department of Justice also requires several forms to be collected during your time in the academy. It is the responsibility of the student to turn in any documentation requested by your instructors or program coordinator by the due date specified. Refer to the handout of required forms for a complete list of documents and their due dates.

## **Instructor Email Response**

In today's world of electronic communications, we all want to get our questions responded to quickly. Instructors, however, have responsibilities beyond the course you are a student in, and have personal time. With that said, time management skills are very important in determining your success in the courses you take. Be sure to plan ahead and set aside time each week dedicated to course work questions. Contact your instructors while on campus or allow a reasonable parameter for responding to emails such as 48 hours, Monday through Friday, during the semester. It is important to use your Lakeshore email account, as instructors are not permitted to reply to other email accounts.

## **Technical Standards**

### **CRIMINAL JUSTICE- LAW ENFORCEMENT TECHNICAL STANDARDS**

The American with Disabilities Act (ADA) of 1990 (42 U.S.C & 12101. et seq), the ADA Amendment Act of 2008, and Section 504e of the Rehabilitation Act of 1973 (29 U.S.C & 794), prohibits discrimination of persons because of disability.

The purpose of this document is to provide information pertaining to the Technical Standards representative of those found in the profession.

Please note that you are provided with the opportunity to individually discuss these technical standards with an Advisor or other college representative. Accommodations are available for students with documented disabilities through the Accommodation Services Office. For more information related to the accommodations process, please visit: <http://www.gotoltc.edu/as>

In order to determine eligibility and to receive services, students must submit documentation. In general, documentation should be from within five (5) years of the date of request for services or admission to Lakeshore Technical College. An Individual Education Plan (IEP) alone will not necessarily be sufficient documentation for determining eligibility, depending upon the IEP content and identified disability. Documentation must include:

- Diagnosis and resulting limitations as determined by a qualified professional
- Limitations significantly limit at least one major life activity in an educational setting
  - Ex: mobility, vision, hearing, seeing, learning, etc.

A request for accommodation(s) should be made as soon as possible.

## **CRIMINAL JUSTICE- LAW ENFORCEMENT TECHNICAL STANDARDS**

Students enrolled in the Criminal Justice – Law Enforcement Program should be able to meet the established technical standards identified below. The technical standards for the Criminal Justice – Law Enforcement Program are reflective of those found in the Criminal Justice – Law Enforcement profession.

- Ability to move or transport objects up to (20-100 pounds), potentially with occasional, frequent or constant exertion
- Ability to detect and respond to emergencies
- Students must have sufficient endurance, strength, mobility, balance, flexibility and coordination to perform law enforcement duties and emergency activities.
- Students must have sufficient sensory (auditory, visual, smell, tactile) ability
  - Ex:
    - Ability to visually detect environmental hazards
      - Depth perception, Detect and identify differentiation of color
    - Detect odors (gases, or potentially dangerous atmospheric conditions)

### **Technical Skills Attainment**

As part of your education through the Wisconsin Technical College System, you will participate in a Technical Skills Attainment (TSA). This TSA is an evaluation of your performance at meeting the program outcomes. This assessment may be done through class activities throughout the program, through a portfolio, or through a capstone class or project. This TSA process is not part of your academic grade, but used for reporting to the WTCS office how well our students perform at meeting the listed program outcomes. Your program handbook should include a copy of the scoring guide used to assess your performance at achieving these outcomes. If you have any questions on this process, please feel free to contact the Division Dean

#### **Target Program Outcomes**

1. Think critically
2. Manage emergencies
3. Communicate effectively
4. Demonstrate professionalism
5. Conduct investigations
6. Interact with others
7. \*Demonstrate tactical skills [applies to Certification Track only]



### Rating Scale

Value	Description
PASS	Performs adequately, meets basic standards
FAIL	Does not meet basic standards

### Scoring Standard

You must PASS all criteria for each program outcome to demonstrate competence (passing). Unsuccessful completion of any criterion results in a FAIL score for that program outcome and for the TSA Assessment.

### Scoring Guide

	Criteria	Ratings
<b>1.</b>	<b>Think critically</b>	
2.	Asks questions, probes all useful sources of information and looks beyond the obvious	Pass Fail
3.	Promotes safety	Pass Fail
4.	Bases decisions on facts rather than assumptions	Pass Fail
5.	Makes decisions that are legal and ethical	Pass Fail
6.	Makes decisions that do not compromise investigations	Pass Fail
7.	Makes decisions that support long-term problem resolution	Pass Fail
<b>8.</b>	<b>Manage emergencies</b>	
9.	Organizes information, resources, activities, and people	Pass Fail
10.	Takes charge	Pass Fail
11.	Determines priorities	Pass Fail
12.	Makes decisions in a timely manner	Pass Fail
13.	Stabilizes scenes	Pass Fail
14.	Preserves life and evidence	Pass Fail
15.	Takes appropriate actions	Pass Fail
<b>16.</b>	<b>Communicate effectively</b>	
17.	Delivers written, spoken, and visual	Pass Fail

	communication clearly and accurately	
18.	Listens actively	Pass Fail
19.	Responds appropriately in dynamically evolving situations	Pass Fail
20.	Clearly articulates and documents observations and rationale for actions taken	Pass Fail
<b>21.</b>	<b>Demonstrate professionalism</b>	
22.	Demonstrates reliability and proficiency in police procedures	Pass Fail
23.	Applies the law appropriately	Pass Fail
24.	Carries out assigned responsibilities	Pass Fail
25.	Displays a sense of duty and service, reports properly equipped, prepared and willing to participate/engage	Pass Fail
26.	Adheres to ethical standards	Pass Fail
<b>27.</b>	<b>Conduct investigations</b>	
28.	Assesses and stabilizes scenes	Pass Fail
29.	Identifies witnesses and victims	Pass Fail
30.	Conducts interviews and interrogations	Pass Fail
31.	Identifies, collects, and preserves physical evidence	Pass Fail
32.	Documents physical and testimonial evidence	Pass Fail
33.	Interact with others	Pass Fail
<b>34.</b>	<b>Interacts with others to complete tasks, solve problems, resolve conflicts, provide information and offer support</b>	
35.	Exhibits respectful behaviors and language	Pass Fail
36.	Adapts to situations and individuals	Pass Fail
<b>37.</b>	<b>*Demonstrate tactical skills [applies to Certification Track only]</b>	
38.	Uses sound tactics to enforce and implement initiatives	Pass Fail

39.	Uses effective approach considerations	Pass Fail
40.	Uses effective intervention options	Pass Fail
41.	Uses effective follow-through considerations	Pass Fail

## Student Acknowledgement of Program Policies and Commitment

1. I will carefully review the syllabus for each course to understand the course requirements.
2. I understand the grading policy and DOJ examination passing standard as explained in this document.
3. I understand that attendance is mandatory, and I will comply with the attendance policy as explained in this document.
4. I understand that my **conduct on and off campus** is expected to be in accordance to the *Law Enforcement Code of Ethics* and the *Lakeshore Student Conduct Code*. Failure to behave accordingly will be considered misconduct and considered as reason for discipline up to and including removal from the academy and/or program.
5. I understand that tactical classes, exercises, and scenarios will require the use of weapons and/or facsimile weapons, and that I will keep these weapons within the area designated by the instructor.
6. I understand that concealed weapons are not permitted on campus grounds/buildings.
7. I will follow all rules set by the instructor and will act appropriately during exercises.
8. I understand that horseplay during an exercise or scenario will require that I be removed from the class to ensure the safety of other students.
9. I know that it is my responsibility to immediately report any unsafe conditions that I may see during the class to the instructor.
10. I understand that to protect my privacy, instructors will only reply to emails from the Lakeshore email system.
11. I understand the self-reporting requirements as explained in this document.
12. I have read the policies and procedures for the Criminal Justice Program/Law Enforcement Academy and attended an orientation session explaining them.

I \_\_\_\_\_ **certify that I have received and read the**

**(Print Name)**

**program policies. I certify that I fully understand and will comply with the above mentioned policies for the Criminal Justice Program/Law Enforcement Academy. I understand that sanctions for violations include, but are not limited to: verbal reprimand, written reprimand; disciplinary probation; suspension, or removal.**

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Student Signature

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Date

**Lakeshore College Program Handbook Acknowledgement for the:**

**Criminal Justice Program**

As a student taking courses in the Criminal Justice Program, you are required to follow and abide by the requirements and expectations in this Student Handbook. By signing the electronic acknowledgement accessed at the link below, the student confirms that they have read, understood, and agree to adhere to the standards, policies, and procedures outlined in the Program Handbook.

*Program Handbook Acknowledgement Link:*

<https://dynamicforms.ngwebsolutions.com/Submit/Start/5c072cc6-93b4-40a2-8156-7edc4eed07e4>