



**THE POLICE ACADEMY & REGIONAL TRAINING CENTER  
AT THE COLLEGE OF THE SEQUIAS  
IS PLEASED TO ANNOUNCE  
THE FOLLOWING TRAINING COURSE:**

**TITLE:** *P.C. 832 FIREARMS MODULE PS209*  
(STC #232-08417) (POST #6870-80101)

**DATE:** February 12-14, 2024

**TIMES:** 8:00 a.m. to 5:00 p.m.

**PLACE:** Day 1: Hanford Educational Center  
Public Safety Training (South Building)  
925 13<sup>th</sup> Avenue  
Hanford, CA 93230

Day 2 & 3: Rankin Field  
20000 Road 140  
Tulare, CA 92374

**COURSE DESCRIPTION:** When taken in conjunction with a POST certified PC 832 (Laws of Arrest) course, this 24-hour module meets state training requirements for probation officers, correctional officers, reserve officers and diverse other peace officer classifications whose jobs require the carrying of a firearm.

**COURSE CERTIFICATION:** This course is certified through POST and STC.

**COURSE FEE:** *\$54.50 per participant (\$31.50 if you also take the PC 832 Laws of Arrest course during the same semester).* Enrollment is on a first-come basis. Please enroll your personnel as early as possible. We must receive this fee no later than the course date. If cancellation of your enrollment is necessary, please notify us as soon as possible so persons on the waiting list may be notified.

**REGISTRATION:** To reserve a place in this course, please email our office at [haileyg@cos.edu](mailto:haileyg@cos.edu) or [ellens@cos.edu](mailto:ellens@cos.edu) or at (559) 583-2600 Hanford Police Academy & Regional Training Center, of the College of the Sequoias. Registration and payment of fees will occur at the *site between 7:30 am and 8:00 am on the first day of the course.*

**PARKING FEE:** Daily parking permits are required \$2.00 daily parking fee. Yellow parking permit machines are on campus, located next to the Education building and at the south parking lot. Students may not park in any area painted yellow or marked as staff parking. This includes marked and unmarked police vehicles.

**UNIT CREDIT:** Completion of this course carries a .5 undergraduate semester unit of elective credit.

**DOJ CLEARANCE:** To take this course, persons NOT SPONSORED by a Public Safety Agency must first submit written certification from the California Department of Justice that they have no criminal record disqualifying them from possessing a firearm. A Live Scan Application Request form and steps to apply will be enclosed with your letter of confirmation when you reserve a place in this course.

**FOR MORE INFORMATION ABOUT THIS COURSE:** <https://www.cos.edu/en-us/academics/police-science> Click on picture Advanced Officer Training Schedule. *\*Laptops are required for this course.\** A USB Flash drive containing course material will be provided.

**DRESS CODE:** Unless otherwise specified in the course description, the student dress code for this class will be appropriate range training attire. No shorts, sleeveless shirts or open toed shoes are permitted.

*Chief (RET) Tom Wilson, Director  
Police Academy & Regional Training Center  
925 13<sup>th</sup> Avenue  
Hanford, CA 93230  
(559) 583-2600*

Dear Participant:

This letter confirms your reservation to attend our **PC 832 Firearms Course scheduled for February 12-14, 2024**. The course will begin at 8 a.m. and end by 5 p.m. each day. If you also have an interest in attending the **PC 832 (Laws of Arrest) Module scheduled for January 29 – February 2, 2024**, you must call this office and sign up for that course separately. You will then receive confirmation in a separate letter. The cost for the PC 832 Firearms course is **\$54.50 (\$31.50 if you also take the PC 832 Laws of Arrest course during the same semester)**. You will earn .5 elective undergraduate semester units of credit upon satisfactory completion of the course.

The **first day** of the course will take place at the Hanford Educational Center, Public Safety Training (South Building), 925 13<sup>th</sup> Avenue, Hanford, CA 93230. The second and third day will take place at Rankin Field, 20000 Road 140, Tulare, CA 93274.

Participants are advised to coordinate their personal and professional commitments, so the course dates remain clear. The California Commission on Peace Officer Standards and Training (POST) **policy specifies we cannot certify course completion for anyone who misses more than 2.5 hours of the total 24-hour course.**

Participants must qualify on a state-mandated course of fire to pass the course. The first day of the course will be devoted to lecture. The entire second day will be devoted to hands-on firearms training at the firearms range and practicing for the state-mandated course of fire. The third day will be devoted to testing and qualifying with the firearm. Persons who fail to qualify on this course of fire in the testing phase will have one opportunity to take a retest on the same day. Anyone failing the retest must take the entire course again if they wish to pursue certification. This policy is set by POST regulation.

### **APPLICATION**

As part of enrolling in this course, every participant will need to complete a college application. This must be done on-line. Training officers, etc., cannot enroll for you because you will be creating a user ID and a personal password. **\*Please bring this “User ID” and your personal “Password” created to the first day of class as it will be needed for additional computer access.\* Laptops are required for this course. A USB flash drive containing course material will be provided.** To apply on-line, go to [www.cos.edu/apply](http://www.cos.edu/apply) and click on the CCCApply link in Step #1. In the on-line process, you will navigate a series of drop-down menus to complete the application. ***At the end of the application, you will need to select the term “Spring 2024”. Print the last page and bring it with you to the course.***

**You cannot register for this course in advance. Registration and collection of fees will occur on the first morning of this course.** If you have any questions about the application process, please do not hesitate to telephone the College Admissions & Records Help-line (559) 583-2500 during normal business hours.

**Here is another important piece of information:** After you apply on-line, you will receive a letter advising that you will need to meet with a college counselor and go through the college’s General Orientation, etc. **IGNORE THE**

**LETTER!** It is generated automatically and is meant for all other students than those attending our in-service law enforcement courses and academies.

You will need the following equipment for this course:

- 1) Note taking paper and writing instruments.
- 2) Laptop computer with USB port.
- 3) 1 firearm (revolver or semi-automatic pistol), minimum caliber 9 mm, maximum caliber .45 ACP. NO .44 Magnum's allowed. Revolvers must be double action.
- 4) 1 holster, professionally manufactured, no cross draw, purse, ankle, shoulder, or fanny pack styles.
- 5) 1 speed loader (minimum) per revolver or 2 magazines per auto pistol.
- 6) 1 ammunition carrier for speed loaders or magazines.
- 7) 1 belt (leather or nylon / agency duty gear) capable of supporting the holster, ammunition carrier and firearm.
- 8) 400 rounds of firearm ammunition (new or commercially remanufactured cartridges only - NO homemade loads).
- 9) 1 firearm cleaning kit (to be used in the weapons care training session).
- 10) Eye and ear protection.
- 11) Lunch, snacks, and beverages for the second and third days at the range.
- 12) Sun block lotion and visored cap are recommended during warm weather.
- 13) Warm jacket (not a long coat) if the weather is cool. No sleeveless shirts, dresses or open toed shoes permitted.

You will need to bring items #1 and #2 listed above on the first morning of the course (**DO NOT BRING ANY FIREARMS TO THE HANFORD CAMPUS ON DAY 1**). **We have a limited supply of firearms and leather gear that can be rented to students who do not have such equipment for a rental fee of \$25.00. Advise the instructor on the first morning of the course if you are requesting a rental firearm.** If you are going to rent a firearm, you will need to buy 400 rounds of 9mm "ball" ammunition. Academy RTC weapons are Glock 17, semiautomatic 9mm pistols. Whether you will be renting a weapon or using your own, you will need the firearm cleaning kit for the weapon maintenance session at the end of each class day at the range.

### **FINGERPRINT CLEARANCE**

The State of California requires that all participants in this course have prior fingerprint clearance through the California Department of Justice. Persons currently employed as full-time or part-time peace officers with a law enforcement agency require a letter from their department attesting to their status. All other persons wishing to attend this course must submit their fingerprints to the California Department of Justice via the "Live Scan" system. One firm performing this service is Live Scan Fresno. Appointments can be made by telephoning (559) 476-6853. Previous fingerprint clearances for public schools employment or a concealed weapon permit will **not** suffice.

If you have any questions related to this course, please do not hesitate to call our office at (559) 583-2600.

Sincerely,

*Thomas Wilson*

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Chief (RET) Tom Wilson, Director  
Police Academy & Regional Training Center

## **MEMO**

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**TO: All participants of PC 832 Firearms Course**

**RE: DOJ Clearance**

**We must have a copy of your Department of Justice Clearance letter in our office before this course starts. If we do not have your DOJ clearance letter before the course starts, you will not be able to attend the course.**

\*Fingerprinting should be done no later than two (2) weeks prior to the start of the course to ensure that you receive your letter and you submit it to our office before the first day of the course.

REQUEST FOR LIVE SCAN SERVICE

Applicant Submission

ORI: CA0349400 Type of Application: POST TRAINING CERTIFICATE

Job Title or Type of License, Certification of Permit: PC 13511.5

Agency Address Set Contributing Agency

CADJ Sacramento

Agency authorized to receive criminal information

Mail Code (five digit code assigned by DOJ)

4949 Broadway

Contact Name (Mandatory for all school submissions)

Street No. Street or P.O. Box

( 916 ) 227-3749

Sacramento CA 95820

Contact Telephone No.

City State Zip Code

Name of Applicant: Last First MI

Alias: Driver's License No.

Date of Birth: Sex: Male: Female: Misc. No. BIL - Agency Billing Number

Height: Weight: Misc. No:

Eye Color: Hair Color: Home Address: Street or P.O. Box

Place of Birth: City, State and Country City, State and Zip Code

SSN: Phone No.

Your Number: OCA No. (Agency Identifying No.) Level of Service: [X] DOJ [ ] FBI

If resubmission, list Original ATI No.

Employer: (Additional response for agencies specified by statute)

Tulare-Kings County Police Academy

Employer Name

925 13th Avenue

Mail Code (five digit code assigned by DOJ)

Street No. Street or P.O. Box

Hanford CA 93230

( )

Agency Telephone No. (optional)

City State Zip Code

Live Scan Transaction Completed By: Name of Operator Date:

LIVE SCAN FRESNO

Transmitting Agency

ATI No.

Amount Collected/Billed