



PUBLIC SAFETY TRAINING CENTER

Advanced Training [Corrections Basic Training Academy](#)

This Ohio Peace Officer Training Commission training academy fulfills the basic training requirement per AC Section 109:2-9-02(A) for new or newly assigned correctional staff.

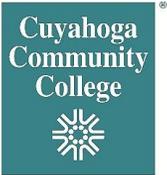
DATES	Start Date: June 13, 2022 Approximate End Date: July 6, 2022
CLASS SIZE	Minimum – 7; Maximum – 40
TIME	Monday - Friday 0800-1700 Possibility of some weekends and/or evenings
FEE	\$1,800.00
INCLUDED IN COST:	OPOTC classroom materials and handouts, three-ring binders, and Standard First Aid & CPR / AED Certification. There are no books to purchase. Tuition is subject to change without notice.
LOCATION	Western Campus KeyBank Public Safety Training Center, Range 11000 Pleasant Valley Road Parma, Ohio 44130
CONTACT	Carrie Havens, Coordinator carrie.havens@tri-c.edu Office (216) 987-3033 Fax (216) 987-0639
APPLICATION DEADLINE:	Ten (10) business days prior to the start of the class.

Attendance Requirement: Perfect attendance is a requirement for Academy completion and is monitored per OPOTC regulation. Classes are held regardless of weather conditions, with the exception of an official closing of the College campus where the Academy is held due to weather or other emergencies. All missed time must be made up. Make-up is \$50 per hour. Make-up must be paid for prior to the actual make-up date. The State Certification Exam date will be announced during the final weeks of the Academy.

Registration Information: Deadline to submit registration is 10 business days prior to the start of the course. Cancellation notice must be given 10 business days prior to the course. There are no refunds after this time. If canceling after the 10 business day requirement, no refund is given. *Registration for this Academy must be processed through the Academy office by submitting the enclosed Corrections Academy Information Sheet.*

*Forms of payment include: Tri-C Third Party Authorization form (page 4), copy of actual purchase order, check or credit card.





PUBLIC SAFETY TRAINING CENTER LAW ENFORCEMENT ADVANCED TRAINING PROGRAMS

CORRECTION BASIC TRAINING INFORMATION FORM

TYPE OR PRINT LEGIBLY IN BLACK OR DARK BLUE INK - FILL IN ALL SECTIONS

NAME: _____ SSN: _____ - _____ - _____
LAST FIRST MIDDLE NAME (FULL)

HOME ADDRESS: _____
STREET CITY STATE ZIP COUNTY

HOME PHONE: (____) _____ - _____ CELL PHONE: (____) _____ - _____

E-MAIL ADDRESS: _____

D.O.B. (MM/DD/YYYY) ____/____/____ MALE FEMALE SHIRT SIZE: _____

DRIVER'S LICENSE NUMBER: _____ ISSUING STATE: _____

LICENSE EXPIRATION DATE: _____ CURRENTLY SUSPENDED? NO YES

PLEASE CHECK APPROPRIATE BOX:

RACE: American Indian/Alaska Native Black/African American Hispanic/Latino Asian
 Native Hawaiian/Pacific Islander White Other

PLEASE CHECK EDUCATION:

High School Diploma G.E.D.

AGENCY INFORMATION:

Appointing/Employing Agency _____ Agency County _____

Agency email _____

Date of appointment/employment _____ Position/Title _____

My signature signifies that all information contained in this application and any accompanying documentation is factual and is a true representation of me.

STUDENT SIGNATURE

DATE

REGISTRATION FORM

HOW TO REGISTER

ONLINE: www.tri-c.edu/corporatecollege/register-for-classes

BY EMAIL: enrollmentservicesmtc@tri-c.edu or [submit] button below.

BY PHONE: 216-987-3075, (choose option 1)

For complete registration information, including cancellation, refund, withdrawal and substitution policies, please visit: <http://www.tri-c.edu/corporatecollege/register-for-classes/registration-policies.html>

Note: Effective Oct. 1, 2015, credit cards will no longer be accepted in person at the registration window. All Credit Card Payments must be done online.

IN PERSON OR BY MAIL:

You may register in person or by mail with check, money order, cash or purchase order at any Tri-C Enrollment Center.

See <http://www.tri-c.edu/enrollment-center/> for hours of operation.

- Metropolitan Campus
2900 Community College Ave
Cleveland, OH 44115
- Eastern Campus
4250 Richmond Road
Highland Hills, OH 44122
- Western Campus
11000 Pleasant Valley Road
Parma, OH 44130
- Westshore Campus
31001 Clemens Road
Westlake, OH 44145

PERSONAL INFORMATION All information in this section is required.

Name _____
Last First M.I.

Social Security Number _____

Address _____
Number Street Apt. No.

City State Zip County

Home Phone _____
Area Code

Cell Phone _____
Area Code

Email _____

Have you ever been convicted of a sexual related offense or a violent crime against a minor? Yes No

Have you been convicted of a sexual offense in the past 15 years? Yes No

Are you required to register as a sexual offender? Yes No

Date of Birth: _____
Month Day Year

Tri-C ID (S#) if known: _____

The College is required to collect Social Security numbers to comply with federal and state requirements. Once you have been admitted as a student, a Tri-C ID number will be generated. This number begins with the letter "S" followed by eight randomly generated numbers. You will use this ID to register for classes and access your grades and other student information.

Gender: Male Female

OPTIONAL

U.S. Citizen: Yes No Are You a Veteran: Yes No

Ethnic Background:

- BLACK
- WHITE (NON-HISPANIC)
- HISPANIC
- AMERICAN INDIAN OR ALASKAN
- ASIAN, PACIFIC ISLANDER, OR INDIAN SUBCONTINENT
- OTHER

BUSINESS OR WORK INFORMATION

Complete this area if you are a new student or if any information has changed.

Business Name _____

Address _____
Number Street

City State Zip County

Phone _____
Area Code Ext.

Fax _____
Area Code

PAYMENT INFORMATION

Bill Company, via attached purchase order Check (enclosed) Money Order (enclosed)

Date is required.

COURSE NO.	COURSE TITLE	START DATE	FEE

Signature (required) _____ TOTAL _____

or type your name agreeing to registration terms and conditions

IMPORTANT PAYMENT INFORMATION

Effective July 15, 2014, a service fee (currently 2.25 percent) will apply to all payments made by credit card for Cuyahoga Community College (Tri-C®) credit and non-credit tuition, fees and other student account charges.

All Credit Card Payments must be done online.





Cuyahoga Community College Third Party Authorization Form

Please circle the correct office and return at time of registration.

Student Accounting 2500 East 22 nd Street Cleveland, OH 44115 Fax: (216) 987-4724 Attn: :Sponsor Accountant	UTC- Workforce Training 2415 Woodland Avenue Cleveland, Ohio 44115 Ph: (216) 987-3075 Fax: (216) 987-3210 Attn: Customer Service Specialist	Corporate College 4400 Richmond Road Warrensville Heights, OH 44125 Fax: (216) 987-5514 Attn: Client Liaison	Public Safety Training Center 7029 Homewood Avenue Parma Heights, OH 44130 Fax: (216) 987-0639 Attn: Program Assistant
--	--	--	--

Company/Agency Name _____

Billing Address/Email _____

City _____ State _____ Zip _____

Contact Person _____ Title _____ Phone _____

Company Federal Tax ID (please provide W-9) _____ Company/Agency PO# _____

Please check the term: Non Credit Fall 20____ Spring 20____ Summer 20____

Please list the students that the Company/Agency is sponsoring for the term selected above and the maximum amount of charges to be billed. If the Company/Agency is paying a % of costs, please indicate the % to be billed to the Company/Agency. If additional space is needed, please attach a list of students on Company/Agency letterhead.

Student ID	Student Name	Course	CRN*	Authorized Tuitions Amount	Authorized Materials and Fees
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Total No. Students _____ **Total Authorized Amount \$** _____

*if no CRN restriction put "all".

Terms and Conditions

- Pay invoice within 30 days from date of invoice.
- All College registration and refund policies apply to this contract.
- Sponsor is responsible for the student's tuition, fees and books that were authorized regardless of the status of employment.
- Sponsor is responsible for any charges for courses started but not completed (i.e. courses withdrawn from during the semester) or grade(s) received.
- Sponsor is responsible for all charges regardless of grade(s) received.
- If student grades are required, the sponsor must send a copy of a release form, signed by the sponsored student that authorizes the College to release grades directly to the sponsor.
- No student account, financial aid, or academic information will be released without a signed FERPA waiver authorizing the College to release such information to the Company/Agency.
- The College will apply any Federal or State Financial Aid (i.e. PELL, SEOG, OCOG) to the students account prior to billing the Company/Agency. Payment from the Company/Agency will be applied before any institutional or outside scholarships. If this policy conflicts with your Company/Agency policy, please attach a letter of explanation detailing of how to apply Company/Agency funds.
- Sponsors will be charged at the tuition rate that is applicable to the students' residency status.
- Any authorization accepted in lue of this form, PO/Voucher/LOI, the sponsor must provide all required above information and agree to the terms and conditions on this form.
- **All unpaid sponsor balances will be remitted to the Ohio Attorney General's office for collection efforts.**

The Company/Agency hereby agrees to the terms and conditions as stated above.

Company/Agency Authorizing Name (if different from above)

Company/Agency Authorizing Signature

Title

Date