

# Certificate of Proficiency

## Law Enforcement Administration

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Officers enrolled in this program of study will obtain ten degree hours by attending advanced courses presented by the Criminal Justice Institute and completing basic law enforcement training at an ACLEST accredited academy. Each grouping of allowable courses meets or exceeds the requirement of a minimum of 45 classroom hours to receive 3 hours of credit.

### Criminal Justice Institute 10 Credit Hours

### College/University 3 Credit Hours

*Credit Hours*

**Law Enforcement Administration  
and Management .....5**

*(Number of contact hours noted in parentheses;  
Only 75 total contact hours needed.)*

Foundations of Supervision and Leadership (24-OL)  
 Principles of Supervision and Leadership (24-OL)  
 Advanced Supervision and Leadership (24)  
 Community Oriented Policing (6)  
 Coping with Law Enforcement Stress **or**  
 Stress Management for Law Enforcement Online (7-OL or 14)  
 Domestic Violence (7-OL)  
 Identity Theft (7)  
 Behavioral Health and Crisis Intervention Response for  
 Law Enforcement **or** Law Enforcement Response to  
 Persons with Behavioral Health Issues (7 or 9-OL or 14)  
 Crisis Intervention Response for Law Enforcement (2-OL)  
 Use of Force (6-OL)  
 Emotional Survival: Law Enforcement Growing Pains (8 Hours)  
 Advanced Principles of Leadership for First-Line Supervisors (28 Hours)  
 Sheriffs Administration and Management Course (32 Hours)

**Law Enforcement Administration/Management  
Electives (20 maximum):**  
 Arkansas Leader (20)

**Law Enforcement Communications .....2**

*(Number of contact hours noted in parentheses;  
Only 30 total contact hours needed.)*

Basic Spanish for Law Enforcement (21 or 24)  
 Communication Excellence (7)  
 Conflict Resolution for Supervisors (14)  
 Effective Report Writing (6-OL)  
 Autism Spectrum Disorders for Law Enforcement (7-OL)  
 Racial Profiling (4-OL)  
 Communications for Law Enforcement (14-OL)  
 Verbal Fitness and De-Escalation (6)  
 Communicating with Difficult People (6)  
 Community, Culture, and Common Spanish (8)  
 Fundamental Principles of De-escalation and Understanding People (8)  
 Cultural Diversity (4-OL)

**Law Enforcement Communication Electives (21 maximum):**  
 Enhanced Spanish (21)

**Law Enforcement Certification.....3**

*(These hours are earned through completion of the Arkansas Law  
Enforcement Training Academy or its equivalent based upon approval  
of the Arkansas Commission on Law Enforcement Standards and  
Training.)*

*Credit Hours*

**Required .....3**  
**Composition I.....3**

**Total Program Requirement: 13 Credit Hours**

# Technical Certificate

## Law Enforcement Administration

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Officers enrolled in this program of study will obtain fifteen degree hours by attending advanced courses presented by the Criminal Justice Institute and completing basic law enforcement training at an ACLEST accredited academy. Each grouping of allowable courses meets or exceeds the requirement of a minimum of 45 classroom hours to receive 3 hours of credit.

### Criminal Justice Institute 15 Credit Hours

	<i>Credit Hours</i>
<b>Law Enforcement Administration Certificate of Proficiency .....</b>	<b>10</b>
<b>Advanced Law Enforcement Special Topics .....</b>	<b>5</b>
<i>(Number of contact hours noted in parentheses; Only 75 total contact hours needed.)</i>	
Field Training for the 21st Century (40)	
Crime Scene Technician Certificate Program (45)	
Instructor Development (40)	
Crisis Negotiations (40)	
Drug Recognition Expert (DRE) (35)	
DRE Instructor Development (40)	
Patrol Response to Active Shooter Incidents (6 or 14)	
Computer Crime (21) <u>or</u> Cyber Crimes (24 or 28)	
Uncommon Leadership (7)	
Grant Writing (6 Hours)	
Law Enforcement Wellness: Suicide Prevention (7 Hours)	
Key Principles for the Law Enforcement Training Officer (8 Hours)	
Investigating Citizen Complaints & Officer Misconduct for Supervisors (8 Hours)	
PTSD: An Officer's Survival Guide (8 Hours)	
<b>Advanced Law Enforcement Electives (30 maximum):</b>	
Active Shooter/Rapid Response Training (14)	
Advanced Criminal Interdiction and Trapped Vehicle School (21)	
Crimes Against the Elderly (7-OL)	
Homicide Investigations (16)	
Stalking (7)	
Ambush and Lethal Environment Recognition Training (A.L.E.R.T.) (4 Hours)	
Drones: Development, Implementation and Certification Preparation for Law Enforcement (8 Hours)	

### College/University 12 Credit Hours

	<i>Credit Hours</i>
<b><u>Required</u> .....</b>	<b>3</b>
<b>Composition I.....</b>	<b>3</b>
<b>College Mathematics.....</b>	<b>3</b>
<b>Technical Communication .....</b>	<b>3</b>
<b>or Composition II</b>	
<b>Computer Applications .....</b>	<b>3</b>

**Total Program Requirement: 27 Credit Hours**

# Associate of Applied Science Law Enforcement Administration

Officers enrolled in this program of study will obtain thirty degree hours by attending advanced courses presented by the Criminal Justice Institute and completing basic law enforcement training at an ACLEST accredited academy. Each grouping of allowable courses meets or exceeds the requirement of a minimum of 45 classroom hours to receive 3 hours of credit.

## Criminal Justice Institute 30 Credit Hours

	<i>Credit Hours</i>
<b>Law Enforcement Administration Certificate of Proficiency .....</b>	<b>10</b>
<b>Law Enforcement Administration Technical Certificate.....</b>	<b>5</b>
<b>School of Law Enforcement Supervision.....</b>	<b>9</b>
<b>(140 contact hours)</b>	
<b>Legal Aspects of Law Enforcement.....</b>	<b>3</b>
<i>(Number of contact hours noted in parentheses; Only 45 total contact hours needed.)</i>	
Warrantless Search/Seizure (6)	
Courtroom Testimony (6)	
Search Warrant Update (6)	
Legal Update (6)	
Case File Preparation (6)	
Managing Informants and Cooperative Witnesses (6)	
Civil Process (7)	
Managing Interviews and Interrogations (7 or 14)	
Drafting Search Warrants and Affidavits (16)	
Use of Social Media by Law Enforcement (4)	
Risk Management (8)	
Eyewitness Identification: Conducting a Photo Lineup (3-OL)	
Advanced Use of Force (6-OL)	
<b>Professional Standards in Law Enforcement .....</b>	<b>3</b>
<i>(Number of contact hours noted in parentheses; Only 45 total contact hours needed.)</i>	
Police Internal Affairs (12 or 40)	
Ethics for Law Enforcement (7-OL)	
Public Integrity Investigations (7)	
Early Intervention Programs (7)	
Background Investigations of Police Applicants (12)	
Conducting Effective Background Investigations (16)	
Internal Affairs Investigations Done the Right Way (16)	
Duty to Intervene & Post Custody Care (2-OL)	

## College/University 30 Credit Hours

	<i>Credit Hours</i>
<b>Required .....</b>	<b>3</b>
<b>Composition I.....</b>	<b>3</b>
<b>College Mathematics .....</b>	<b>3</b>
<b>Technical Communication .....</b>	<b>3</b>
<b>or Composition II</b>	
<b>Computer Applications .....</b>	<b>3</b>
 <b>Additional General Education .....</b>	 <b>18</b>
<i>Select 18 hours from the following courses:</i>	
<b>World History I or II .....</b>	<b>3</b>
<b>Introduction to Sociology .....</b>	<b>3</b>
<b>General Psychology .....</b>	<b>3</b>
<b>Speech.....</b>	<b>3</b>
<b>American National Government.....</b>	<b>3</b>
<b>General Business .....</b>	<b>3</b>
<b>Introduction to Criminal Justice .....</b>	<b>3</b>

Officers enrolled in this program of study will take general education courses at a participating college or university of their choosing. It will be at the discretion of the participating college or university to determine any specific general education courses that must be completed.

**Total Program Requirement: 60 Credit Hours**