

# CRIMINAL JUSTICE INSTITUTE

## Career Certificates

As the population of Florida increases, the need for qualified law enforcement and correctional officers must correspondingly increase to meet the need. Criminal justice is a demanding profession, requiring the individual to have a working knowledge of law and criminal offenses, knowledge of apprehension and detention techniques, effective verbal and written communication skills, and excellent public and interpersonal relations skills. Those who choose to enter criminal justice as a career field must successfully complete a training program mandated by the State of Florida and offered by the Criminal Justice Institute. The Criminal Justice Institute offers extensive training in law and criminal offenses, effective communication skills, apprehension and detention techniques, defensive tactics and use of weapons, medical first responder, investigation and criminal justice operations.

### CJI Programs

- Law Enforcement Officer
- Correctional Officer
- Crossover: Corrections to Law Enforcement
- Auxiliary Law Enforcement Officer

*(Admission is limited. Contact the CJI Office for specific admission and procedure criteria.)*

### Note:

In order to be a sworn officer in corrections or law enforcement, successful completion of either the Correctional Officer or the Law Enforcement Officer program, as well as, a passing grade on the State of Florida Certification Exam is required.

### Potential Careers

- Police Officer
- Correctional Officer
- Deputy Sheriff
- Law Enforcement Officer

### Potential Earnings

Police Officers and Deputy Sheriffs - \$35,000 per year  
Orange County Corrections - \$28,000 per year

### Contacts

Criminal Justice Institute Office: 407-582-8200  
Dr. Jeffrey Goltz, *Director*

For more information, visit our Website at: [valenciacc.edu/cji](http://valenciacc.edu/cji)

### Did you know...

- That employment as a law enforcement or correctional officer in the State of Florida requires certification. The Criminal Justice Institute offers training programs that ultimately lead to that certification.
- The Criminal Justice Institute also conducts advanced and specialized training for certified law enforcement and correctional officers throughout Central Florida.

### Typical Tasks May Include...

- investigating complaints, responding to traffic emergencies, driving patrol vehicles, detecting crimes, arresting violators, and issuing citations
- overseeing individuals in jails and prisons
- using computers to search for information on suspected criminals

### Potential Employers

Opportunities are excellent for the criminal justice profession. There are approximately 500 law enforcement and correctional agencies within the State of Florida, employing over 63,000 officers.

### Placement Services

The Criminal Justice Institute hosts several job fairs during the year. Representatives from many law enforcement and correctional agencies attend these fairs.

# CRIMINAL JUSTICE INSTITUTE

## Criminal Justice Institute

Correctional Officer

Law Enforcement Officer

Auxiliary Law Enforcement Officer

Career Certificates

Vocational Credit Certificates

Limited Access

As the population of Florida increases, the need for qualified law enforcement and correctional officers must correspondingly increase to meet the need. Criminal justice is a demanding profession, requiring the individual to have a working knowledge of law and criminal offenses, knowledge of apprehension and detention techniques, effective verbal and written communication skills, and excellent public and interpersonal relations skills.

Admission to these programs is limited. Applicants must achieve at least a minimum score on the required entry assessment.

The Conduct and Behavior Policies for Criminal Justice Institute Students at Valencia are provided in Appendix C at the back of this catalog.

Successful completion of either the Correctional Officer or the Law Enforcement Officer program, as well as a passing grade on the State of Florida Certification Examination, is required for a career as a sworn officer in corrections or law enforcement regardless of any other Criminal Justice training or degree work which may have been completed.

### Correctional Officer

This program is designed to prepare individuals as Correctional Officers. Program content includes the criminal justice system, weapons, basic law and legal procedures, correctional operations, communication, interpersonal skills, CPR and first aid, defensive tactics, investigation procedures, physical security considerations, and emergency preparedness techniques.

After completion of the program, students must take and pass a state examination to be certified in the State of Florida.

See the Admissions section of this catalog for admissions information and contact the Criminal Justice Institute office for admission requirements and procedures. Program expenses are given in the Financial Information section of this catalog.

Course	Title	Contact Hours	Vocational Credits
CJK 0031	CMS First Aid for Criminal Justice Officers	40	1.333
CJK 0040	CMS Criminal Justice Firearms	80	2.667
CJK 0051	CMS Criminal Justice Defensive Tactics	80	2.667
CJK 0280	Criminal Justice Officer Physical Fitness Training	40	1.333
CJK 0480	Emergency Preparedness	26	.867
CJK 0100	Interpersonal Skills I	62	2.067
CJK 0101	Interpersonal Skills II	50	1.667
CJK 0102	Correctional Operations	64	2.133
CJK 0270	Criminal Justice Legal I	46	1.533

CJK 0271	Criminal Justice Legal II	22	.733
CJK 0272	Criminal Justice Communications	42	1.400
<b>Total Contact Hours</b>		<b>552</b>	<b>18.400</b>

### Other suggested course:

CJD 0939	Criminal Justice Exam Review	24	.800
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### Law Enforcement Officer

This program is designed to prepare individuals for entry-level positions in law enforcement, such as police officers and deputy sheriffs. Program content includes introduction to criminal justice, legal knowledge, patrol techniques, defensive tactics, vehicle operation, weapons, investigations, CPR and first aid, court system, communications and interpersonal skills.

After completion of the program, students must take and pass a state examination to be certified in the State of Florida.

See the Admissions section of this catalog for admissions information and contact the Criminal Justice Institute office for admission requirements and procedures. Program expenses are given in the Financial Information section of this catalog.

Course	Title	Contact Hours	Vocational Credits
CJK 0007	Introduction to Law Enforcement	11	.367
CJK 0008	Law Enforcement Legal	69	2.300
CJK 0011	Law Enforcement Human Issues	40	1.333
CJK 0017	Law Enforcement Communications	76	2.533
CJK 0020	CMS Law Enforcement Vehicle Operations	48	1.600
CJK 0031	CMS First Aid for Criminal Justice Officers	40	1.333
CJK 0040	CMS Criminal Justice Firearms	80	2.667
CJK 0051	CMS Criminal Justice Defensive Tactics	80	2.667
CJK 0061	Law Enforcement Patrol I	58	1.933
CJK 0062	Law Enforcement Patrol II	40	1.333
CJK 0071	Law Enforcement Criminal Investigations	56	1.867
CJK 0076	Law Enforcement Crime Scene Investigations	24	.800
CJK 0081	Law Enforcement Traffic Stops	48	1.600
CJK 0086	Law Enforcement Traffic Crash Investigations	32	1.067
CJK 0096	Criminal Justice Officer Physical Fitness	60	2.000
CJK 0422	Dart Firing Stun Gun	8	.267
<b>Total Contact Hours</b>		<b>770</b>	<b>25.667</b>

### Other suggested course:

CJD 0939	Criminal Justice Exam Review	24	.800
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## Auxiliary Law Enforcement Officer

This program is designed to prepare individuals who have completed the Law Enforcement Volunteer program for entry level volunteer positions as Law Enforcement Auxiliary Officers.

Course	Title	Contact Hours
CJK 0240	Law Enforcement Auxiliary Introduction	27
CJK 0241	Law Enforcement Auxiliary Patrol and Traffic	19
CJK 0242	Law Enforcement Auxiliary Investigations	17
CJK 0422	Dart-Firing Stun Gun	8
CJK 0031	CMS First Aid Criminal Justice Officers	40
CJK 0040	Criminal Justice Firearms	80
CJK 0051	Criminal Justice Defensive Tactics	80
CJK 0020	CMS Criminal Justice Vehicle Operations	48
	<b>Total Contact Hours</b>	<b>319</b>

The Criminal Justice Institute programs are offered at the Criminal Justice Institute located at 8600 Valencia College Lane (near the East Campus).