

**MASTER TRAINING SCHEDULE - RESERVE ACADEMY # \_\_\_\_\_**

COURSE	DATE	TIME	HOURS		INSTRUCTOR	CERT.	RESUME
			HOURS	DIFFERENCE			
<b>ORIENTATION (3 Hours)</b>							
Opening Remarks					Field Representative		
Orientation			1.0		Academy Coordinator		
Learning in the Classroom			1.0				
Introduction to Law Enforcement			1.0				

**REPORT WRITING (10 Hours)**

Field Note Taking			2.0				
Introduction to Report Writing			1.0				
Mechanics of Report Writing			1.0				
Mechanics of Report Writing (Continued)			4.0				
Narrative Report Practicum			2.0				

**LEGAL MATTERS (41.5 Hours)**

Introduction to Criminal Law			1.0				
Civil Liability & Civil Process			2.0				
Weapons Law			1.0				
Weapons Law (Continued)			1.0				
Interview & Interrogations			2.0				
Major Crimes			1.0				
Major Crimes (Continued)			1.5				
Concept of Probable Cause			1.5				
Laws of Arrest			1.0				
Use of Force			2.0				
Search Warrants			2.0				
Search Warrants (Continued)			1.5				
Search Warrant Exceptions			2.5				

COURSE	DATE	TIME	HOURS		INSTRUCTOR	CERT.	RESUME
			HOURS	DIFFERENCE			
Search Warrant Exceptions (Continued)			2.0				
Rules of Evidence			2.0				
Rules of Evidence (Continued)			2.5				
Exclusionary Rule			1.5				
Exclusionary Rule (Continued)			0.5				
Juvenile Code			3.0				
Indian Country Jurisdiction			4.0				
Indian Country Jurisdiction (Continued)			4.0				
Courtroom Practicum			2.0				
Review for Progress Exam #1					Academy Coordinator		
<b>CLEET PROGRESS EXAM #1</b>							
<b>CLEET PROGRESS EXAM #1</b>					Field Representative		
<b>GRADED AND CRITIQUED WITH CLASS</b>							
<b>FIREARMS (27 Hours)</b>							
Introduction to Firearms			0.5				
Handgun Nomenclature & Maintainance			1.5				
Shotgun Nomenclature & Maintainance			1.5				
Firearms Safety (Continued)			2.0				
Basic Shooting Fundamentals			1.0				
Presentation of Handgun			1.0				
Handgun Handling Skills			1.0				

COURSE	DATE	TIME	HOURS		INSTRUCTOR	CERT.	RESUME
			HOURS	DIFFERENCE			
Shotgun Handling Skills			1.0				
Shotgun Capabilities & Considerations			0.5				
Range Procedures, Tower Commands & Schedule			1.0				
<b>Firearms Safety &amp; General Knowledge Examinations and Weapon Inspection</b>					Academy Coordinator		
Range Qualification Course			8.0				
Range Qualification Course (Including Night Fire)			8.0				

SCHEDULE SHOULD INCLUDE: ORIENTATION COURESE, QUALIFICATION COURSES, NIGHT FIRE FOR HANDGUN, SHOTGUN FIVE-POINT SAFETY CHECK EXERCISE, SHOTGUN DRY FIRE AND POSITIONING AND SHOTGUN QUALIFICATION.

### CUSTODY & CONTROL (17 Hours)

Managing Aggressive Behavior			4.0				
Officer Survival			0.5				
Oklahoma Custody & Control System			3.5				
Oklahoma Custody & Control System (Continued)			4.0				
Custody & Control (Continued)			3.5				
Cultural Diversity			1.5				
<b>Written Exam for Custody &amp; Control</b>					Academy Coordinator		

STUDENTS SHOULD BE ABLE TO DEMONSTRATE THEIR SKILLS TO THE SATISFACTION OF THE INSTRUCTORS ON THE LAST SCHEDULED NIGHT OF THE CLASS.

COURSE	DATE	TIME	HOURS	HOURS DIFFERENCE	INSTRUCTOR	CERT.	RESUME
<b>TRAFFIC (64 Hours)</b>							
Oklahoma Vehicle Laws			3.5				
Implied Consent Law			3.0				
Responding to the Scene of an Accident			1.0				
Protecting the Scene of an Accident			1.0				
Clearing the Scene of an Accident			1.0				
Oklahoma Traffic Collision Form			3.5				
Radar			4.0				
Radar (Continued)			4.0				
Radar (Continued)			4.0				
Radar (Continued)			4.0				
SFST			4.0				
SFST (Continued)			4.0				
SFST (Continued)			4.0				
SFST (Continued)			4.0				
SFST (Continued)			4.0				
SFST (Continued)			4.0				

COURSE	DATE	TIME	HOURS		INSTRUCTOR	CERT.	RESUME
			HOURS	DIFFERENCE			
SFST (Continued)			4.0				
SFST (Continued)			4.0				
Practicum (Traffic Accidents)			3.0				

**PATROL (25.5 Hours)**

Introduction to Patrol			2.5				
Patrol Techniques			2.0				
Crimes in Progress			2.0				
Vehicle Pullover: High & Low Risk Traffic Stops			2.0				
Searching & Transporting Prisoners			4.0				
Searching & Transporting Prisoners			4.0				
Building Search			4.5				
Traffic Stop Practicum			4.5				
Review for Progress Exam #2					Academy Coordinator		

**CLEET PROGRESS EXAM #2**

<b>CLEET PROGRESS EXAM #2</b>					Field Representative		
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GRADED AND CRITIQUED WITH CLASS

**CRIMINAL INVESTIGATION (40 Hours)**

VINE			1.5				
Amber			1				
Preliminary Investigation & Crime Scene Investigation			1.5				

COURSE	DATE	TIME	HOURS		INSTRUCTOR	CERT.	RESUME
			HOURS	DIFFERENCE			
Identification, Collection & Preservation of Evidence			3.5				
Automobile Theft			1.0				
Sexual Assaults			4.0				
Sexual Assaults (Continued)			2.0				
Child Abuse & Exploitation			2.0				
Child Abuse & Exploitation (Continued)			2.0				
Fingerprint			2.0				
Fingerprint (Continued)			2.5				
Liquor Enforcement			2.0				
Narcotics I.D.			4.0				
Mental Illness			4.0				
Death Investigations			4.0				
Criminal Investigation Practicum			3.0				
<b>HUMAN RELATIONS/COMMUNICATIONS (12 Hours)</b>							
Radio Communications			0.5				
Telecommunications			0.5				
Community Oriented Policing			1.0				
Youth & Family Crisis Intervention			2.0				
Ethics			4.0				
Ethics (Continued)			2.0				

COURSE	DATE	TIME	HOURS		INSTRUCTOR	CERT.	RESUME
			HOURS	DIFFERENCE			
Domestic Disturbance Practicum			2.0				

**CLEET CERTIFICATION EXAM**

<b>CLEET CERTIFICATION EXAM</b>					Field Representative		
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**GRADED AND CRITIQUED WITH CLASS**

NOTE: The minimum of 240 hours of accredited instruction refers to actual instruction in the classroom, range, gym, and practical exercises. No time has been included within that 240 hours for administration of academy, testing, or any other activity that the Academy Coordinator builds into the Academy.

The Academy Coordinator must ensure that all of this material is covered by the Academy students in order that they are properly prepared for the examinations scheduled for their certification. There is no prohibition against an Academy Coordinator adding to this schedule and total number of hours, but the required topics must be taught and cannot be changed or eliminated.

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