



# UVU Law Enforcement Academy Information Sheet

Website - <http://www.uvu.edu/criminaljustice/policeacademy>  
email - [policeacademy@uvu.edu](mailto:policeacademy@uvu.edu)

## Law Enforcement Academy at Utah Valley University

UVU is a satellite academy of Utah Peace Officer Standard and Training (POST).

It is offered in two modules/college credit classes.

The first module (7 credit hours) of the academy contains the training hours necessary to be certified as a Special Function Officer (SFO). A SFO Certification allows a person to work in a limited number of Special Function positions such as a Transportation Officer, or a SFO Officer at the State Hospital. The SFO training module consists of 238 hours made up primarily of Criminal Code, Physical Fitness, Defensive Tactics, and various other classes. You must pass the first module to continue on to the second module.

The second module (11 credit hours), commonly called the LEO module, is where the action is. It is currently 304 hours of training. Some of the classes include: Accident Investigation, Firearms, Crimes in Progress, Patrol, Sex Crimes Investigations, Physical Fitness, Defensive Tactics, and many others. In order to become certified as a Law Enforcement Officer, students must complete the first module and then the second module.

The academy program is a regimented course that demands respect and attention to detail. Maturity is a must in order to graduate and have a chance to be hired as a Law Enforcement Officer. Prospective students should not apply if they are not prepared to make the academy experience a top priority in their lives.

## Class Schedules

The first module (SFO) is a 12-week class starting both in June and September with a 3-4 month break before the 18-week second module (LEO) that starts in both January and March. Many students take other university classes during this break to help improve their chances of being hired and to be better prepared for promotional opportunities within their departments.

### Time schedule of classes for both modules

Monday through Friday 5:30 pm – 9:30 pm and Saturday 8:00am – 5:00 pm

## Requirements to apply

- **Age- You must be 21 years of age** prior to the completion of the first module.
- **Admitted to Utah Valley University-** Apply at [www.uvu.edu/admissions](http://www.uvu.edu/admissions)  
Additional information is available online under the “Future Student” or “Current Student” tab on UVU’s webpage. You must complete all steps to be admitted. You will need your UVU ID number to complete the application.
  - You will be enrolling as a Criminal Justice student for the upcoming semester.
  - You may need to meet with an academic advisor in the Criminal Justice Department prior to registering for classes; they can also provide you with degree information that may help with future employment opportunities.
  - You can make an appointment with one of our advisors by going to the following:  
Last name A-O Doug Hobbs <https://appointments.uvu.edu/doughobbs>  
Last name P-Z Shalece Nuttall <https://appointments.uvu.edu/shalece> and selecting a time.
- **Testing-** You will need to make an appointment with the UVU Testing Center to take the Peace Officers Selections Test (POST) exam. Their phone number is (801) 863-8269. The current fee is \$35. The POST entrance exam consists of four parts: Mathematics, Reading Comprehension, Grammar, and Incident Report Writing. You must score 70% or higher in each of the four sections to pass the exam. Results can take up to three weeks to be returned to you. A copy of your exam scores is to be included with your application.  
A sample test is available at UVU Bookstore (\$6).

## Requirements to apply (cont.)

- **Post Requirements– check these websites**
  - **Do You Qualify?** <http://post.utah.gov/prospective-officers/qualifications/>
  - **Legal Requirements:** <http://post.utah.gov/prospective-officers/legal-requirements/>
- **Application to Utah POST-** The online application is to be filled out ***completely*** and ***honestly***. Go to the website [www.post.utah.gov](http://www.post.utah.gov) and click the gray box that says Applicant Form Center. Please read everything completely, print off medical form, and then click the bottom box. After submission, you will receive a message that your application has been received. You must then make a printed copy required to turn in to UVU Law Enforcement Academy including a copy of all of the attachments and photo. *This will be your application to the UVU program.* It is important for you to keep a copy for your own records.  
**\*Applications are kept at POST for 1 year\***
- **Completed Application- Candidate's applications should include copies of:**
  - POST online application (printed, with attachments, stapled top left corner)
  - UVU ID number (write in top right corner of application)
- Attached to the back of the application (copies of )
  - POST exam scores
  - birth certificate
  - high school diploma/GED certificate
  - medical release form(from POST website)
  - Military DD-214 (if applicable)
  - Criminal Arrest record (if applicable)
  - Criminal Court record (if applicable)
  - 2x2 passport-sized photo (taped to the center, front page of your application)
- **Attend application review session-** Approximately two months before the start of module one, there will be an information meeting and application review for all applicants. These meetings take place on **April 10, 2018 for the June Academy** and **July 10, 2018 for the September Academy**. Sessions are held at 12:00 in SC213B in the Sorensen Center. Candidate's applications should be complete and printed. Incomplete applications will not be accepted. 38 completed applications will be accepted at the end of the meeting and admitted into the program. All additional applications will be placed on a waiting list. You will be given a list of required uniform and equipment needs after being accepted into the Academy. You will also be given registration information to register for module one. If you are unable to attend the review session, you will need to make an appointment to submit your application to the UVU Police Academy office.

## Cost of the Academy –

- **\$100** Application processing fee (non-refundable)
- The first module tuition is \$2000 plus approximately \$500+ for uniforms and equipment.
- There will also be a \$20 fee (check or money order only to BCI) for fingerprinting and a background check through the Bureau of Criminal Identification.
- The second module tuition is \$3,000 plus required leather gear and ammunition. The Police Academy is a part of UVU's Criminal Justice program and financial aid is available. Contact the Financial Aid office at (801)863-8442. There are also scholarship opportunities you can apply for through the Scholarship Office at [www.uvu.edu/financialaid/scholarships/](http://www.uvu.edu/financialaid/scholarships/)

**We welcome any questions and are happy to assist you in your desire to apply to our program.**

Norman 'Buckey' Walters  
Director  
Law Enforcement Academy  
Office (801) 863-8062  
Email [norman.walters@uvu.edu](mailto:norman.walters@uvu.edu)

Patrice Bolen  
Administrative Assistant  
Law Enforcement Academy  
Office (801)863-6156  
Email [patrice.bolen@uvu.edu](mailto:patrice.bolen@uvu.edu)