



STATE OF NEVADA
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
5587 Wa Pai Shone Avenue Carson City, Nevada 89701
(775) 687-7678 Fax (775) 687-4911
CATEGORY II/III LAW ENFORCEMENT ACADEMY
CADET ENROLLMENT PACKET

CADET INSTRUCTIONS

Welcome to the POST Academy, which is in the Stewart Facility in Carson City and operates on 4 10-hour days. You must report to the POST Academy no later than 0700 hours on the first day. You must wear physical training clothing, have your driver's license in hand, have a water bottle and be ready to take the POST Physical Readiness Test (PPRT). If you fail to report by 0700 or fail to pass any event of the PPRT, you will not be enrolled. On the first day, you must also bring business casual clothing. Males must bring dress pants, a button-down shirt and tie with closed-toed shoes such as loafers, oxfords, or brogues. Females must bring dress pants, a blouse or button-down shirt, and closed-toed shoes such as loafers, oxfords, or flats.

You should report in good enough physical condition to complete and pass the PPRT.

The following documents must be completed and submitted to Bre Gatlin, bgatlin@post.state.nv.us no later than the deadline stated below.

- Academy Registration
- Enrollment Policy
- Enrollment Agreement
- Medical Clearance
- State of Nevada Defensive Driving (Refresher) Completion Certificate (<https://nvelearn.nv.gov/moodle/>)
- CPR/First Aid Certificate (although can be submitted while enrolled)

****All above forms must be signed and dated within 1 year of the intended Academy of enrollment.****

A **completed packet** must be submitted by the deadline specified below to be eligible for a spot in the Academy. Your agency needs to inform the Academy of your intent to enroll 45 days prior to deadline. See the enrollment policy for further details. ***If you anticipate needing to enroll into the academy but are having difficulty completing the packet prior to the deadline, please contact us to discuss options.***

Deadlines:

- Academy 2024-03, 04/26/2023
- Academy 2025-03, TBD



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SPECIAL NOTICE REGARDING DORMITORY RESIDENCY: CAT II/III cadets have the option to stay in the Academy dormitory during their training. However, it is not required. **As residency in the dormitory is not required, no meal allowance will be provided to cadets attending the CAT II/III Academy.**

Attention Veterans

If you are a veteran and qualify for the GI Bill Benefits and would like to apply for those benefits, complete Form 22-1990 (if you have never applied) or form 22-1995 (if you have already applied for benefits), BEFORE the first day of Academy.

POST will also need a copy of all certificates, transcripts (unofficial is approved) and training that is wished to be reviewed for prior credit (DD-214, MILITARY TRANSCRIPTS, COLLEGE TRANSCRIPTS)

Please bring those filled out and completed the first week of the Academy.

If you have any questions, please visit <http://www.benefits.va.gov/gibill> or <https://gibill.custhelp.com/app/home> or call 888-GIBILL1 (888-442-4551).



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ACADEMY REGISTRATION/RELEASE OF LIABILITY

Applicant: _____ Please circle: Male Female

Age: _____ Date of Birth: _____ Driver's License # & State: _____ Expiration Date: _____

POST ID#: _____ Date of Hire: _____ Military Service: Yes No

NVeLearn Email: _____

Please circle: CAT II CAT III

Will the cadet be needing a room in the dormitory: Yes _____ No _____

High School Graduate: Yes No If no, GED: Yes No

Highest College Year Completed: 13 14 15 16 17 18

Highest Degree Earned: _____

Cadet's Home Address: _____

Cadet's Email Address: _____ Cadet's Phone: _____

Agency Name: _____

Agency Address: _____

Agency Contact: _____ Agency Contact's Phone: _____

Agency Contact's Email: _____

Cadet's Immediate Supervisor: _____ Supervisor's Phone: _____

Supervisor's Email: _____

I, _____ release The State of Nevada, The Commission on Peace Officer Standards and Training (POST), The Nevada POST Academy Staff and instructors, and any agency officially associated or connected with the Academy from liability in case of any illness or injury not covered by my agency's worker's compensation insurance. I will only be covered by insurance to the extent that I would be covered while at my own agency under my personal or agency provided medical insurance.

Applicant Signature: _____ Date: _____



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POST ACADEMY ENROLLMENT POLICY

Each POST CAT II/III Academy class has a minimum of 5 cadets and will be held May-June of each calendar year. Should minimum enrollment numbers not be reached, CAT II/II cadets needing to attend the POST Academy will automatically be enrolled in the next scheduled CAT I Academy in July. The Academy is open to all agencies in the state. The start date and the enrollment packet for each Academy class are posted on the POST website along with the specified deadline date for enrollment. All completed forms and documents that are required for successful enrollment must be received by the specified deadline date, at which time the enrollment for that class is considered closed.

By signing below, you acknowledge receipt of the above Academy Enrollment Policy. You further acknowledge that you have read, understand, and accept the policy in its entirety.

_____ Agency Administrator Designee	_____ Signature	_____ Date
_____ Cadet Name	_____ Signature	_____ Date



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ENROLLMENT AGREEMENT

- Employee is covered by agency insurance (worker's compensation) and understands who to contact in the agency if injured during the Academy.
- Employee holds current CPR and First Aid training certificates.
- The agency agrees to the following registration fees, which will be billed upon successful completion of the entrance PPRT and is **non-refundable**:

Category II/III \$350.00

By signing this form, I agree and acknowledge the above statements as true.

_____	_____	_____
Agency Administrator Designee	Signature	Date
_____	_____	_____
Cadet's Name	Signature	Date



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MEDICAL CLEARANCE

TO PARTICIPATE IN THE IN-SERVICE PHYSICAL READINESS PROGRAM

 Print Name of Cadet

Physical Activity Description: You should report in adequate physical condition to complete and pass the PPRT, run 3 miles without stopping and capable of participating in 2 hours of physical activity per day.

Having read the above Physical Activity Description, and having personally examined the above- named individual, it is my professional opinion that:

Check One:

The above-named individual may participate in the Physical Readiness Program.

The above-named individual’s participation in the Physical Readiness Test should be restricted as follows:

Physician’s Name: _____

Address: _____

Phone Number: _____

Physician’s Signature: _____ Date: _____



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DEFENSIVE DRIVING ONLINE TRAINING

For cadets to operate a State of Nevada vehicle, POST Academy requires cadets to complete the online Defensive Driving, available through *State of Nevada Online Professional Development Center*. This online training is available to anyone with a *Nevada Employee Action and Timekeeping System (NEATS)* account. The minimum passing score on the final exam is 80%. **This online class must be completed before attending the Academy.**

- If you are a State of Nevada employee, access the <http://nvelearn.nv.gov> and follow the Log-in Instructions using your NEATS login and password.
- If you are NOT a State of Nevada employee and DO NOT already have a NEATS account, access the <http://nvelearn.nv.gov> and complete a NEATS Account Application to obtain a User ID and Password. You will find the application link located almost center of the page.
(NVAPPSACCOUNTAPPLICATION)
- After you have completed the application, go back to the home page and you will log into the ONLINE PROFESSIONAL DEVELOPMENT CENTER using your new user ID and password.
- Go to the **NAVIGATION** box located on the top left-hand corner and scroll down and Click **COURSES**.
- Click **State of Nevada**.
- Click **Defensive Driving**.
- Click **Defensive Driving Refresher**.
- Under Enrollment Options, read coarse overview and then click **Enrollment**.
- Disregard “Please read this first” and “Who must take this course.”
- Showing on this page and to the left of the screen is Topics 1-12. Topic 12 is the final exam. Click each topic and follow prompts to complete that topic.
- Topic 12 is the final exam, course evaluation and how to receive credit for this course. Follow directions to download the certificate and forward [to Bre Gatlin @ bgatlin@post.state.nv.us](mailto:bre.gatlin@post.state.nv.us).



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REQUIRED EQUIPMENT and UNIFORMS

Cadet's uniforms are expected to be in serviceable condition and inspection ready. The academy will continue to make it mandatory for the cadets to purchase indicated items above through its contracted vendor, A Sign Shop. You can purchase these items directly from <https://asignshop.net/>. If you have trouble processing your order, please contact the vendor directly at 775-782-6800. **Uniforms from the vendor will be delivered to the cadet on the first day of the academy.**

UNIFORM

- Cargo pants (2 required): Any Khaki or Tan colored ex. 5.11 style or similar.
- Black polo shirt (2 required) **TO BE ORDERED FROM "A SIGN SHOP"**
- Port Authority flex fit cap (1 required): SAM-C865-BLACK-L/XL *Black*
- Silver name plate (1 required w/ last name ONLY) 1/2 X 23/8
- Uniform boots (1 pair required): Black, capable of a high shine, free of ornamentation or decorative stitching, constructed w/ rubber or composition soles & heels. Corfam, patent leather or western style is NOT permitted.
- Uniform socks (4 pairs required): Solid black.
- Black belt (1 required): At least 1" wide w/ rectangular uniform belt buckle.
- Utility/hiking boots for range/ practical training days (1 required): Any color.

PHYSICAL TRAINING ATTIRE

- Solid black exercise pants OR Solid black exercise shorts (1 required) – **TO BE ORDERED FROM "A SIGN SHOP"**
- White t-shirt w/ last name on rear (2 required) - **TO BE ORDERED FROM "A SIGN SHOP"**
- Solid black sweatshirt (optional) - **TO BE ORDERED FROM "A SIGN SHOP"**
- Running shoes (1 pair required): Any QUALITY RUNNING shoes.
- Athletic socks (2 pairs required): Solid white.



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EQUIPMENT & SUPPLIES

- Agency issued handgun w/ 3 magazines.
- Handgun ammunition: 1,000 rounds
- Agency issued duty belt & accessories: handgun holster, double magazine case, belt keepers, impact weapon/ASP holder, handcuff case, flashlight case (Serpa holsters NOT permitted)
- Firearms cleaning kit
- Firearms protective eyewear
- Firearms protective hearing: Noise reduction rating of at least 25 dB
- Handcuffs w/ key
- Expandable baton (ASP) or impact weapon authorized by your agency.
- Flashlight
- Agency issued body armor/vest.
- Combination lock
- Notepad(s)
- Pen(s)
- Emotional Survival for Law Enforcement: A Guide for Officers and Their Families Paperback by [Dr. Kevin Gilmartin](#)

IF STAYING IN DORM

- White laundry bag with tie string
- White fitted twin sheet, white flat twin sheet, white pillowcase, pillow.
- White towel(s)

MISCELLANEOUS INFORMATION

- Username & password for State of Nevada Professional Development Center (<https://nvelearn.nv.gov/moodle/>) (*cadet must know their username & password as it will be needed on the 1st day*)