CORRECTIONAL OFFICER BASIC RECRUIT ACADEMY #274

Feb. 24 - July 15, 2015

1) Go to [www.cf.edu/explore/programs/public-service/correctional-officer-psav](http://www.cf.edu/explore/programs/public-service/correctional-officer-psav). Print and complete the Academy Recruit Information Packet. Please read all information in the packet very carefully. ALL questions must be answered. If a question does not pertain to you, write N/A.

2) You must register as a student with CF on-line and provide CF with “sealed” high school transcripts. The program code is 7245 – Correctional Officer.

3) You must complete the Residency Affidavit that is on the CF website and receive a student ID# verifying admission to the college.

4) You must complete a 2014-2015 FAFSA at [www.fafsa.gov](http://www.fafsa.gov), the CF school code is: 001471.

*FUNDING MAY BE AVAILABLE FOR THIS ACADEMY*

5) The packet and registration with the college must be completed in its entirety BEFORE you call for a packet review. This includes all of the attachments (Copy of high school diploma or equivalent; current passport photograph, copy of COBAT test scores (Must be less than four years old); copy of birth certificate; copy of FDLE Physician’s Form (CJSTC 75B) (Must be done within six months of the start of the academy); copy of social security card; copy of valid driver’s license; and copy of DD214 (If applicable).

6) There are several forms in the application that must be notarized BEFORE your interview.

7) During your packet review, you will receive information concerning your background investigation.

**IMPORTANT DATES TO REMEMBER:**

- You may schedule a packet review for the academy beginning on Monday, Oct. 27, 2014.
- The last day to schedule and receive a review is Thursday, Jan. 22, 2015.
- Student notifications will be on Friday, Jan. 23, 2015.
- MANDATORY Class Orientation will be held on Wednesday, Jan. 28, 2015 from 6-10 p.m.
- Class will begin Tuesday, Feb. 24, 2015 at 6 p.m.
- Please wear business attire or agency uniform to the packet review and to Class Orientation (No jeans, shorts, or tank tops!)
- This will be a PART-TIME academy. Class hours for this academy will be Monday through Friday, from 6-10 p.m. and Saturdays from 8 a.m. to 5 p.m.

**ONCE YOU HAVE COMPLETED THE PACKET AND REGISTERED WITH CF, CALL 352-873-5838 TO SCHEDULE YOUR PACKET REVIEW.**

College of Central Florida does not discriminate against any person on the basis of race, color, ethnicity, religion, gender, age, marital status, national origin, genetic information or disability status in its programs, activities and employment. For inquiries regarding nondiscrimination policies contact the, Equity Officer, Ocala Campus, Ewers Century Center, Room 201C, 3001 S.W. College Road, 352-854-2322, ext. 1437