

ADMISSION POLICY

A. Applicants Not Enrolled in High School

Applicants not enrolled in high school are eligible for admission provided that:

1. They are at least eighteen (18) years of age or have a high school diploma or equivalent.
2. They declare an occupational objective or demonstrate through testing or counseling reasonable potential for achieving that objective.

B. Applicants Enrolled in High School

Applicants enrolled in high school are eligible for admission provided that:

1. An agreement authorizing such admission concluding between the local Board of Education and the Tennessee College of Applied Technology. Such agreements are subject to the approval of the Chancellor or his designee.
2. Enrollment is limited to one (1) occupational area.

C. Admission of Foreign Non-Immigrants

Foreign non-immigrant applicants are eligible for admission if they meet the same conditions required for other applicants.

ADMISSION PROCEDURES

STEPS FOR ENROLLMENT



1

PICK A PROGRAM



2

FILL OUT ONLINE APPLICATION



3

SUBMIT PROGRAM SPECIFIC APPLICATION MATERIALS (IF REQUIRED)



4

SUBMIT PROOF OF VACCINATION



5

REQUEST/SUBMIT TRANSCRIPTS



6

COMPLETE FAFSA



CLASS SCHEDULES

Full-time classes are offered Monday through Friday between the hours of 7:45 a.m. and 2:30 p.m. Part-time class schedules may vary according to local needs. This program is offered at the main campus.

STUDENT COST

Cost can be found on our website at www.tcatlivingston.edu/programs.

FINANCIAL AID

Financial aid is available to those students who are eligible. Students can be assessed for eligibility for Federal Pell Grants, Federal SEOG, TN Student Assistance Award, Wilder Naifeh Technical Skills Grant, TN Promise, TN Reconnect, and Federal Work Study. The school also coordinates efforts with the Department of Veteran's Affairs, Voc. Rehabilitation, WIOA, TRA and TOPS.

LOCAL HIGH SCHOOL ARTICULATION

The Tennessee College of Applied Technology Livingston has articulation agreements with local high schools in the school's service area. These agreements establish guidelines by which high school students may receive advanced placement in programs for skills acquired in high school. For more information on how to receive advanced placement, contact your high school guidance counselor or the Student Services Office at TCAT Livingston.

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TCAT Livingston is an equal access, equal opportunity organization. More: tbr.edu/nds. 2024/10/1800/5

CRIMINAL JUSTICE CORRECTIONAL OFFICER

WE **BUILD** CAREERS.



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MISSION STATEMENT

The mission of the Criminal Justice: Correctional Officer program is to provide theory and hands-on training that will qualify students for employment or advancement in the industry. The Criminal Justice curriculum contains a broad range of courses design to equip jailers and guards with the knowledge and understanding of inmate processing, maintaining order in the jail and invoking disciplinary measures when necessary. In addition, a jailer may also perform cell searches for drugs and other contraband, inspect the facility for cleanliness and stand guard during exercise periods. This training program, which may be completed over two trimesters, provides jailers and guards with knowledge of emergency procedures, mental health and first aid, defensive tactics and use of force, ethics and legal issues, investigations, and personal development, among other items. Also incorporated into this curriculum are the classes required for an individual to meet Tennessee POST requirements.

COURSE DESCRIPTION

The criminal justice curriculum contains a broad range of courses design to equip jailers and guards with the knowledge and understanding of inmate processing, maintaining order in the jail and invoking disciplinary measures when necessary. In addition, a jailer may also perform cell searches for drugs and other contraband, inspect the facility for cleanliness and stand guard during exercise periods.

This training program, which may be completed over two trimesters, provides jailers and guards with knowledge of emergency procedures, mental health and first aid, defensive tactics and use of force, ethics and legal issues, investigations, and personal development, among other items.



COURSES

First Trimester

Worker Characteristic
Technology Foundations
Ethics/ Legal
DT/UOF
Writing/Communication
Mental Health/First Aid/CPR
Emergency Procedures
TCI Basics

Second Trimester

Personal Development
Patrol Procedures
Worker Characteristic 2
Ethics/Legal 2
DT/UOF 2
Writing/Communication 2
Mental Health/First Aid 2
Investigations
Human Relations

CERTIFICATES & DIPLOMAS

Certificate

Correctional Officer Apprentice 432 hours

Diploma

Master Correctional Officer 864 hours

