



St. Johns River State College Criminal Justice Selection Center

Send all mail to:

Criminal Justice Selection Center
2990 College Drive
St. Augustine, FL 32084
Phone: 904-808-7494
Fax: 904-808-7424
E-Mail: hancelwoods@sjrstate.edu

Equivalency of Training (EOT) Evaluation Information:

Eligibility for EOT Evaluation:

- Law enforcement, correctional or correctional probation officers from another state, a federal agency, or the military
- A former Florida law enforcement, correctional, or correctional probation officer with more than four years break in service, but less than eight years

Purpose:

To obtain certification as an officer in Florida without first attending (or re-attending) a full basic recruit academy in Florida.

Steps: (You must complete each step before progressing to the next.)

(1) Successfully **complete** an **EOT Evaluation** showing that applicant has attended sufficient basic training and was employed full time as an officer for at least 1 year in a job that ended no more than 8 years ago, and;

(2) **Demonstrate proficiency** in certain high-liability physical skills (defensive tactics, firearms, medical first responder (i.e., First Aid or equivalent), and for law enforcement officers only - driving) at a Florida Criminal Justice Training Academy; and

(3) **Pass** the Florida **State Officer Certification Examination (SOCE)**.

To determine if you qualify:

In order for us to evaluate your training and employment,

- Submit an application providing us with requested information.
- Execute a waiver authorizing us to make inquiries.
- Pay the designated fee.

If you qualify:

You will receive a Criminal Justice Standards and Training Commission (CJSTC) Form 76 by certified mail from us, showing your eligibility to proceed with the Proficiency Demonstration and the SOCE. To allow enough time for the evaluation, submit your application well in advance of the date you intend to attend a review course or take the SOCE. (Please allow 4 to 6 weeks for the evaluation step.) All information provided by applicants is subject to verification.

EOT Evaluation

How to Apply:

1: Complete the **Equivalency of Training (EOT) Application.** To qualify, your employment records must establish that you were employed as a full-time (i.e., at least 40 hours per week) sworn law enforcement officer (authorized to bear arms and make arrests), ~~or~~ correctional officer, or correctional probation officer, either by working for a single agency for one full year, or for a cumulative twelve full months at two agencies within an eighteen-month period. Qualifying employment cannot include time spent in an academy, even if you were receiving pay while attending the academy. There cannot be more than an 8-year gap from the end of your most recent qualifying employment to the submission of your complete EOT Application. Employments that typically do not establish EOT qualification are seasonal, part-time, reserve (civilian or military), volunteers, military security forces, military vessel-boarding teams, etc. The application must be notarized. We verify all qualifications in writing. **Your former (or present) criminal justice employer will be contacted, no exceptions.**

2: APPLICATION, BACKGROUND INVESTIGATION WAIVER AND EMPLOYMENT VERIFICATION
Complete and have the application and the FDLE CJSTC Form 58 “Authority for Release of Information” (Background Investigation Waiver) notarized. We need this form to verify your training and employment. You must submit a letter from your commanding officer or human resources department on official agency/department letterhead, stating your full legal name, sworn position title, social security number, and dates of your employment. The person who signs the letter must give his/her title, rank, and daytime phone number. This person must be authorized to provide verification of training or employment.

3: TRAINING CURRICULUM (Former Florida officers skip this step.) Please provide a description of all courses including a course syllabus, from your police academy basic recruit curriculum, an official transcript fully noting courses and credit hours, and certificates of completion, which must include all the ones listed below. Military Officers must send the Official DD214 and VMET or AARTS.

Law Enforcement Comparable Training

- Legal
- Communications
- Human Issues
- Patrol
- Criminal Investigations
- Traffic Stops
- Traffic Crash Investigations
- Vehicle Operations
- Vehicle Operations
- First Aid or Equivalent
- Firearms
- Defensive Tactic

Corrections Comparable Training

- Legal
- Communications
- Officer Safety
- Facility and Equipment
- Intake and Release
- Supervising in a Correctional Facilities
- Supervising Special Populations
- Responding to Incidents and Emergencies
- First Aid or Equivalent
- Firearms
- Defensive Tactics

Correctional Probation Comparable Training

Legal Issues
Interpersonal Communication Skills
Caseload Management
Supervision
Investigations

Caseload Management
Management Information System
First Aid or Equivalent
Defensive Tactics

Also send us documentation of any specialized criminal justice training you have received and transcripts of any college credits relating to criminal justice that you may have earned. Note: In Service or Career Development Courses may be substituted for comparable training not obtained in your basic recruit training.

4: Enclose a check or money order for the non-refundable fee of:

- \$250.00 (out-of-state, ~~and~~ federal officers, or military), **or**
- \$50.00 (former Florida certified officers)

made payable to:

St. Johns River State College

5: If submitting your application by mail, send it to:

**Criminal Justice Selection Center
2990 College Drive
St. Augustine, FL 32084**

If you live in the St. Augustine area and wish to deliver your application in person (during regular business hours Monday—Friday), we are located at the address above in Building “J.” Because the College is closed for certain holidays and for other periods of time, it is suggested that you call (904) 808-7490 before you come.

EOT Evaluation

What Comes Next:

When your evaluation is complete and you qualify, we will send you the CJSTC-76 form by mail. You will then have **1 year from the date you receive that form** to demonstrate your proficiency in high liability subjects and pass the State Officer Certification Examination (SOCE). We highly recommend that you consider taking a review course for the SOCE in conjunction with proficiency demonstration. [If you fail to complete these requirements within the 1 year, you will be required to complete the full basic training academy to become certified, or in the case of former Florida officers, re-certified.]

The St. Johns River State College Criminal Justice Training Center offers the Review Course. The contact information is below:
Higgins-Solomon

**Criminal Justice Training Center
2990 College Drive
St. Augustine, FL 32084
Telephone: 904-808-7491**

Notice:

As you are interested in seeking certification, we assume that you also intend to seek employment. Please be aware that the State of Florida has additional requirements you must meet to be employed as an officer:

- Be at least 19 years of age.
- Be a citizen of the United States.
- Be a high school graduate or its equivalent.
- Not have been convicted of any felony, or of a misdemeanor involving perjury or false statement. Any person who, after July 1, 1981, pleads guilty or nolo contendere to or is found guilty of a felony, or of a misdemeanor involving perjury or a false statement, shall not be eligible for employment or appointment as an officer, notwithstanding suspension of sentence or withholding of adjudication.
- Never have received a dishonorable discharge from any of the Armed Forces of the United States.
- Be fingerprinted by the employing agency.
- Pass a physical examination by a licensed physician.
- Be of good moral character.
- Complete successfully a background investigation.
- Complete basic recruit training (*or Equivalency of Training*).
- Pass the Florida State Officer Certification Examination (SOCE).
- Comply with continuing training or education requirements.
- In addition to the above, many agencies have specific standards related to driving history, prior drug use, your conduct while an officer, etc. All these areas will be covered by a thorough background investigation **that is NOT a part of this EOT Evaluation**. If you have questions about such standards or your ability to meet them, please contact the agency(s) where you intend to seek employment.
- Still further, Rule 11B-35.009 (7) requires that individuals who have qualified for exemption from the full basic recruit training program must become employed within four years from the beginning date of the required proficiency demonstration.

SJR State College Non-Discrimination Statement

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