



Advanced Report Writing – 40 hours

CWL 0053 FDLE 068

Instructor:

Melissa Dangerfield

Date(s):

January 24 -28, 2022

Monday thru Friday

Time: 8:00 am -5:00 pm

**Location: St Augustine
Campus Bldg. J**

Room J -106

**2990 College Drive
St Augustine, FL 32084**

**Cost: No cost to Region V
officers.**

Class Limit – 15 students

**Dress Code: NO Flip Flops,
Jeans, Shorts, Tank tops, or
T-shirts unless specified.**

**All training request should
be sent to:**

**Connie Ramos- Program
Assistant (904) 808-7491
connieramos@sjrstate.edu
Fax (904) 808-7424**

**Hancel Woods-Coordinator
for Career Development
(904) 808-7494
hancelwoods@sjrstate.edu**

The purpose of this course is to provide focused review and practice of the basic elements necessary for effective writing of narrative reports by criminal justice officers. Students must pass a written end of course exam with a score of 80% or better. Class Size is limited so sign up early

Deadline for Registration: January 12, 2022

Officer's Name: _____

(FULL NAME AS IT APPEARS IN ATMS)

Officer's Email Address:

Agency _____ Agency Phone # _____

Agency FAX# _____

Authorization Signature _____

Printed Authorization Name: _____

Authorizing Person's Email:

Department Approved for:

Sworn LEO _____ Salary Incentive: _____

Sworn Corrections _____ Mandatory Retraining _____

Civilian Employee _____