



Advanced Report Writing – 40 hours

CWL 0053

FDLE 068

Instructor:

Sgt. Melissa Dangerfield

Date(s):

October 17 - 21 2022

Monday thru Friday

Time: 0800 - 1700

**Location: St. Augustine
Campus**

**2900 College Rd.
St. Augustine FL 32084
Bldg. J
Room J 0114**

**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:**

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

**Jo-Ann Beal –
Workforce Assistant
(904) 808-7491
joannbeal@sjrstate.edu**

Fax (904) 808-7424

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: October 7, 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 _____