May 16, 2011

Dear Prospective Pre-Employment Police Academy Recruit,

Thank you for your interest in the Niagara County Law Enforcement Academy at Niagara University.

The next Pre-Employment Police Basic Training Program (evening/weekend)-Phase I is scheduled to begin on Tuesday, September 8, 2011 and runs through Tuesday, May 8, 2012. Classes will be held on Tuesday and Thursday evenings and all day on Saturdays. There are occasional Friday evenings in the spring semester and possible day times as needed. Please see the Basic Information Sheet.

A mandatory information session addressing all the requirements, responsibilities, and expectations for serious candidates will be held on Wednesday, June 8, 2011 from 6-8pm at Dunleavy Hall 127 on the Niagara University campus.

Before you can be accepted into this program, you must:

1. Complete the application - DO NOT MAIL.
   - bring the completed application to the REQUIRED INFO SESSION on JUNE 8 at 6pm
2. Pass a physical fitness test – HELD ON JUNE 20, 2011 at 8am.
3. Pass a background check – Packets will ONLY be handed out at the June 8 information session.
   - If you are currently a Niagara University student, you are not guaranteed admission to the NCLEA. You must also pass the physical, background, and academic requirements. Submission is NOT a guarantee of acceptance into the NCLEA or Niagara University.

All candidates must pass the entry level fitness test at the agility test on Monday, June 20 at 8am.

Please plan on attending for approximately 2-3 hours and this agility test is part of your application. The NCLEA application packet includes all information, required forms, and benchmarks for the physical agility test.

If you are a Veteran, and would like to inquire about benefits, please contact Mr. Robert Healy, Veteran Services Coordinator as soon as possible at (716) 286-8341 or rhealy@niagara.edu.

Thank you for your interest and additional information may also be found at www.niagara.edu/nclea.

Sincerely,

Jay Stockslader
Sgt. Kevin Smith

Jay Stockslader
Sgt. Kevin Smith
Director of Continuing Education
Co-Director of NCLEA
Coordinator of NCLEA @ Niagara University
Niagara County Sheriff’s Office

Ron Winkley
Officer Nicholas Ligammari

Ron Winkley
Officer Nicholas Ligammari
Graduate Director of Criminal Justice
Co-Director of NCLEA
Niagara University
Niagara Falls Police Department
2011-12 NCLEA Pre-Employment Police Basic Training Information

Dates: Starts: Tuesday, September 6, 2011  Ends: Tuesday, May 8, 2012

Class times: Fall 2011  5:30-9:30pm - Tuesdays and Thursdays
             8am-5pm - Saturdays
Spring 2012  5:30-9:30pm - Tuesdays and Thursdays; Fridays 5-7pm TBD;
             8am-5pm - Saturdays

Where: Niagara University Campus: Marian House; Additional off site locations.

Cost: Tuition: $4295.00 (includes textbooks, uniform and background check)
      Additional costs which are student’s responsibility:
      • $50.00 required fingerprint process fee.
      • Proper clothing for physical training, running shoes, etc.

Academics: Only upon successful completion of the entire NCLEA pre-employment program will students earn 12 Criminal Justice credits.

NOTE the categories below in order to be considered for Admission into the Niagara County Law Enforcement Academy (NCLEA)

Candidates **WHO ARE NOT** current Niagara University students:
1. Complete all application materials and pass physical requirements.
2. Submit all official high school and college transcripts.
3. Apply for Veteran benefits if available.
   Note: Financial Aid is not available for non-matriculated students. If you would like to apply to Niagara University as a degree seeking student, please contact Mark Wojnowski in Admissions at (716) 286-8718.

Candidates **WHO ARE** Niagara University seniors in Criminal Justice:
1. Contact Mr. Ron Winkley at (716) 286-8089 or rwinkley@niagara.edu for advisement.
2. Complete all application materials and pass physical requirements.
   NOTE: Tuition charges listed above for all NU Criminal Justice students are in addition to your regular full-time tuition charge. However, the NCLEA tuition will be reduced 50% only if accepted and in good standing with the university.

**ALL CANDIDATES MUST:**
• Submit proper immunization records prior to the start of academy. (Current NU students must be in compliance. Please check with Health Services if needed 286-8390).
• Possess a valid Driver’s License.
• Pass the physical fitness test on Monday June 20 at 8am.
• Bring completed background packet to the fitness test on June 20. If you do not, you **WILL NOT** participate, be turned away from the agility test, **and WILL NOT be accepted** in this year’s NCLEA.

WWW.NIAGARA.EDU/CE
To: All Pre-Employment Recruits (PER’s) and Sworn Police Officers (SPOs) enrolling in the credit option at Niagara University

Failure to comply will result in loss of your college credit option and you will still be responsible for your tuition charges.

Below you will find a detailed list that explains your requirements to ensure compliancy with New York State regulations. These laws mandate all students taking six (6) or more credit hours in one semester and born after 1/1/1957 be compliant with New York State Public Health Laws 2165 and 2167. The following information is required.

1. **Complete online medical forms.** Students must submit their required forms directly online at [www.niagara.edu/required-student-health-forms](http://www.niagara.edu/required-student-health-forms), and then choose **graduate forms** (even though you are not enrolling in graduate courses).

2. **Documented proof of Two Measles, One Mumps and One Rubella Immunization.** The first dose must have been received 4 days prior to or after your first birth date. Proof of immunity as defined by N.Y. State can be found on the Health Center web site at [www.niagara.edu/healthcenter](http://www.niagara.edu/healthcenter).

3. **Documented proof of the Meningococcal meningitis vaccination** or a **signed waiver** stating you decline the immunization and understand the risks. This is available to you while submitting your online medical forms.

4. **Complete N.U. Disability Services Student intake form if applicable at [www.niagara.edu/healthcenter](http://www.niagara.edu/healthcenter), click on required student health forms, then online-disability form.**

   **Students must first submit their medical forms directly on line at [www.niagara.edu/required-student-health-forms](http://www.niagara.edu/required-student-health-forms) prior to submitting any paperwork to the health office.**

For your convenience Health Services does offer physical examinations and the MMR immunizations from September through May. To schedule an appointment for any of these services please call the Health Services at 716-286-8390. Our current fees schedule is found below:

- MMR vaccination $55.00
- PPD for TB Testing $15.00

Sincerely,

Lori A. Soos RN, BSN.
Director of Health Services
Niagara University, NY 14109