



## Police Academy

2500 Carlyle Avenue • Belleville, IL 62221-5899

800-222-5131, ext. 5396 • (618) 235-2700, ext. 5396 • Fax (618) 236-1094

E-mail: [Van.Muschler@swic.edu](mailto:Van.Muschler@swic.edu)

Dear Deputy or Officer:

You have been accepted into the Southwestern Illinois Police Academy.

Please read the following information regarding the P.O.W.E.R. Test and orientation carefully. **If you have not previously begun your online pre-registration process, get started NOW!**

### PARKING

Parking is available on the south side of the campus in parking lot M5. You should park in the **PARKING LANE FACING SIDEWALK DIVIDER BETWEEN LOT M5 and M4**. See attached Belleville Campus Map.

### P.O.W.E.R. TEST

**Wednesday, August 9, 2017 at 8:00 a.m. has been scheduled for physical fitness testing.** You must pass the P.O.W.E.R. test to remain eligible to attend the academy.

1. Be in Room 1515 **before 8:00a.m.**
2. Firearms will not be carried or brought on campus unless requested or permitted by the academy staff or the range master.

The physical fitness test will be administered at 8:00 a.m. sharp. Recruits who **do not** have a completed medical form on file, (this is the physical fitness exam form) or with them the morning of the testing **CAN NOT** be tested and **WILL NOT** be admitted to the academy. **No one will be admitted to the academy that fails to arrive on time for this test. You may wear the following clothing or change into it for the physical fitness test (locker room facilities will be available):**

1. Short sleeve, athletic T-shirt
2. Athletic shorts (must have on during "sit and reach" exercise) (knees must be clearly visible)
3. Plain gray hooded sweatshirt and sweatpants (if necessary) or other clothing as weather dictates **YOU SHOULD PLAN ON RUNNING OUTSIDE.**
4. White athletic socks
5. Running shoes

### Police Academy Training

Police Academy classes begin on Tuesday August 22, 2017 starting promptly at 8:00 a.m. going to 4:45 p.m. This first day will consist of the following.

1. Registration will be completed by the academy staff.
  - a. Bring a black ink pen, a red ink pen and a #2 soft lead pencil.
  - b. Bring your valid Illinois Driver's License with your correct address listed on the license.

- c. Bring your Firearm's Owner's ID card
- d. Bring your Employment card (sworn Officers)
2. Issuance of books, paper supplies, notebooks, equipment, etc.
3. Review of schedule
4. Review of rules, regulations, and procedures
5. Preparation for classroom study skills

### **DRESS CODE**

The following dress code will be adhered to throughout the training session:

1. Department issued uniform shirt, long or short sleeve, with collar, buttoned down the front. No polo shirts. If you do not have a uniform, a long sleeve dress shirt, with collar, buttoning all the way down the front and tie.
2. Department issued uniform pants/trousers. If uniform is not available bring dress trousers (i.e., cotton, corduroy, etc.) **No Jeans of any type.**
3. Plain black or dark brown socks.
4. Department issued shoes or boots; black or brown walking shoes, dress shoes, or uniform style tennis shoes (no sport type tennis shoes or western style boots).
5. Departmental uniform should be worn **as soon as it becomes available.** Officers will be told when the uniform should not be worn due to the nature of the training being conducted. **Officers staying "away from home" during the academy should maintain both a set of "civilian" business attire clothing as well as a set of dress-down clothes to facilitate changes in the dress code.**

I am looking forward to meeting you. If you have any questions please call the academy office (618) 235-2700, extension 5396.

Sincerely,



Van Muschler, Director  
Southwestern Illinois Police Academy

**SPECIAL NOTE:** Any missed class sessions or part thereof, as a result of illness or injury will result in the recruit being docked the time missed and will be listed as hours absent. An officer will be considered absent even if present, when he/she is unable to perform or participate in the classes scheduled activities. Unexcused absences in excess of 56 hours will result in dismissal from the academy.

ITEMS TO BE SUPPLIED BY OFFICERS/AND/OR DEPARTMENT DURING THE BASIC TRAINING PROGRAM. THESE ITEMS ARE NOT NEEDED ON ORIENTATION DAY.

1. Duty Belt
2. Duty Weapon Holster
3. Duty Weapon
4. 2 extra pistol magazines or 2 speed loaders for revolver
5. Duty belt magazine or speed loader case
6. Eye and ear protectors for firearms training
7. Duty belt handcuff case and handcuffs (with key)
8. One police style flashlight for night training exercises
9. Pocket size notebook
10. **Department squad car if possible should be provided for defensive driving and traffic stop procedures. (Recruits will be notified of the exact dates when they receive their schedule)**
11. Copies of the following forms should be sent with the recruit officer.
  - A. Photo copy of department's Notice to Appear form.
  - B. 60 **photocopies** of department's traffic citations
  - C. 5 **photocopies** of department's misdemeanor complaint form
  - D. 1 **photocopy** of department written Miranda form
  - E. 1 **photocopy** of department's field sobriety report form
  - F. 1 **photocopy** of department's domestic violence report

(Your department may not utilize all of the above-mentioned reports and forms. Bring with you the reports and forms your department does use.)

**BUILDING LEGEND**

- 1 Liberal Arts Building (L)  
LA-1 - Bookstore
- 2 Information Sciences Building (IS)  
IS-1 - Enrollment Services  
IS-2 - Business Office  
IS-3 - Counseling  
IS-4 - Career Activities and Employment  
IS-5 - Financial Aid  
IS-6 - Library
- 3 Main Complex (MC)  
MC-1 - Cafe  
MC-2 - Under Construction  
MC-3 - Theatre  
MC-4 - Varsity Gym
- 4 William & Florence Schmidt Art Center
- 5 Modular Buildings (MB)
- 6 MetroLink Station
- 7 Intramural Gym (IG)
- 8 Computer-Aided Drafting
- 9 Athletic Fields
- 10 Greenhouse (GH)
- 11 Bricklayer Building (AN)
- 12 Nature Conservation Area
- 13 Illinois Native Prairie Grass Project

**PARKING LOT LEGEND**

- Liberal Arts  
L1
- Information Sciences  
I1 & I2
- Main Complex  
M1 through M5
- MetroLink  
MP

**Belleville Campus**

2500 Carlyle Ave.  
Belleville, IL 62221  
618-235-2700

