

PRIVATE SECURITY ACADEMY

Ohio Peace Officer Training Commission (OPOTC)

Strategic Training Group, LLC

INFORMATION & ENROLLMENT PACKET



SERVICE

INTEGRITY

PROFESSIONALISM

PRIVATE SECURITY TRAINING ACADEMY OFFICE

1580 King Avenue, Suite 103

Columbus, Ohio 43212-2058

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LETTER FROM THE SCHOOL COMMANDER

Dear Prospective Security Professional:

If you are reading this letter then you have made the conscious decision to begin or advance your career as a professional security officer and I congratulate you. I began my career as an armed security officer after honorably serving this great nation in the US Army. I quickly moved up the ranks with the company I was employed with gaining experience in Operations, Personnel, as Branch Manager and as a Division Manager overseeing operations in six states and eleven branch offices. My success can be attributed to perseverance, dedication and always seeking ways to improve my performance at my job.

That was over 20 years ago. I now own a private security and private investigation company as well as a training company for which I am an OPOTC approved Private Security School Commander.

Dreams and advancement come true through knowledge, training and being a professional at what you do. This is your segway to that end. Our instructors are very knowledgeable with the course curriculum and actively work in their prospective career fields to include private security and law enforcement.

We want this to be a comprehensive learning experience and are continually enhancing the training realism to what can be expected in today's security work environment.

I look forward to assisting you with your journey as a private security professional and am always available to discuss any questions or concerns you may have during your time with us.

Very respectfully,



Dean Boerger
OPOTC Private Security School Commander #PSC0253

STRATEGIC TRAINING
GROUP, LLC

BENEFITS OF OUR PRIVATE SECURITY ACADEMY

- **Job Placement Assistance**

- Upon successful completion and graduation from the Academy we will assist in placing you with a respected employer earning higher than average pay. Most of our graduates are placed during or immediately after completion of the Academy.

- **Competitive Rates (Lowest in the State)**

- We give you the best training and knowledge we can for the most reasonable price.

- **Student-Centered Learning**

- Each and every course taught is focused on student centered learning to help you get the most out of each class.

- **Highly Qualified Instructors**

- Every Instructor is OPOTC trained, certified, and has many years of experience teaching their course topic. We provide only the highest quality Instructors.

- **Career-Focused Training**

- All courses are designed to prepare the graduate for the security challenges faced in today's volatile society. Academy Graduates will be confident in knowing that they have received the most current and advanced security training available.

- **OPOTC Qualified courses and coursework**

- All courses are regulated by the Ohio Peace Officer Training Commission.

- **Career Training Advantage**

- Successful completion of this Academy will put you above all others seeking the high paying security positions in Ohio.

OPOTC PRIVATE SECURITY ACADEMY CURRICULUM

Effective 01 July 2018

Course Name	Course Hours
1. Administration	Total: 5
Orientation	1
Role of Private Security	2
Ethics and Professionalism *	2
2. Legal	Total: 6
Overview of the Legal System	2
Liability *	2
Testifying	2
3. Human Relations	Total: 19
Interacting with the Media	1
Crisis Intervention *	6
Drug Awareness	4
Juveniles	2
Community Diversity *	6
4. Communications	Total: 10
Report Writing	8
Interviews	2

Course Name	Course Hours
5. Loss Prevention	Total: 6
6. Safety & Protective Services	Total: 16
Fire Safety	4
Occupational Safety	2
Patrol Techniques	8
Crowd Control	2
7. Subject Control Techniques***	Total: 40
8. First Aid / CPR / AED ***	Total: 8
9. Firearms (optional)	Total: 45
Revolver ***	20
Semi-Auto ***	20
Shotgun ***	5
10. Homeland Security	Total: 12
Terrorism Awareness	4
Incident Command System (ICS)***	4
National Incident Management System (NIMS)***	4

* Mandatory Attendance

** Mandatory Skill

*** Mandatory Attendance & Skill

Total Hours without optional courses: 122 Hours

Total Hours with optional Less Lethal: 142 Hours

Total Hours with optional Less Lethal and Firearms: 162 Hours

OPOTC PRIVATE SECURITY ACADEMY CURRICULUM

1. Administration:

1. Orientation - At Orientation you will learn the aspects of Private Security Training, and be able to explain the relationship between Student Performance Objectives (SPO) and a test question.
2. Role of Private Security - By the end of this course you will be able to define private security, describe the goals of private security, and explain the functional areas of private security.
3. Ethics and Professionalism - During this course you will learn the four factors which most likely contribute to unethical behavior. Identify the nine ethical responsibilities of a private security officer and the purpose of any Code of Ethics. You will also learn how to define the terms, ethics, and sexual harassment.

2. Legal:

1. Overview of the Legal System - At the end of this topic you will be able to explain the major components of the criminal justice system, define the term misdemeanor, define the term felony, and identify the differences between a crime and a tort.
3. Liability - This topic enables you to list and understand the justifications for using force in a private security environment. You will also be able to identify considerations for every use of force situation as well as define the terms negligence, and vicarious liability.
7. Testifying - You will learn the four steps in preparing to testify in a legal proceeding and the sixteen guidelines for testifying in a legal proceeding.

3. Human Relations:

1. Interacting with the Media - Learn to identify reasons for establishing effective communications with the media, and guidelines a security office should follow when making a statement to the media.
2. Crisis Intervention - During this course you will learn the skills of active listening. You will also learn how to distinguish the difference between a traditional subject encounter and an encounter with and individual with a mental illness, and how to use the "EAR" model when de-escalating a person in crisis.
3. Drug Awareness - In this course you will learn the effects of stimulants and depressants on the body, what factors may attribute to drug abuse, and how to identify the paraphernalia associated with drugs. You will also learn the responsibilities of a security officer when it comes to identifying and responding to clandestine laboratories.
5. Juveniles - You will learn what security officers must do to improve the interaction between security officers and juveniles, and learn the concept which is the foundation of the juvenile court system.
7. Community Diversity & Procedural Justice - By the end of this course you will be able to identify the two types of racism and the difference between criminal profiling and racial/bias profiling. You will also learn to interpret the difference between low and high context communications.

4. Communications:

2. Report Writing - You will learn the six essential questions answered in a report, and the four requirements of a well-written report for a security officer.
3. Interviews - By the end of this course you will learn the purpose of an interview, eight common techniques of interviewing, ten key factors in conducting an interview, six qualities necessary in a good interviewer, and the four tips for note-taking during an interview.

OPOTC PRIVATE SECURITY ACADEMY CURRICULUM

5. Loss Prevention:

1. Loss Prevention - You will understand an overview of loss prevention to include privacy issues, obstacles to objectivity, crime prevention through environmental design, signs of shoplifting, and employee stealing methods.

6. Safety and Protective Services:

1. Fire Safety - During Fire Safety you will learn how to identify the components of a fire, identify the phases of burning, methods of extinguishing a fire, learn the classes of a fire, and learn what extinguishers are used for different types of fire. You will learn how to properly deploy a fire extinguisher.

2. Occupational Safety - During this course you will learn how to identify common safety hazards while on the job and learn the key elements of a safety management program.

3. Patrol Techniques - You will learn the necessary steps to prepare for patrol, compare and contrast use of cover and concealment, and how to properly do a single officer room entry.

4. Crowd Control - Learn the different types of civil disorders and the objectives of security when dealing with civil disorder.

7. Subject Control:

1. Subject Control Techniques - During this physical portion of the Academy you will learn the defensive tactics to defend and control your subject. Training will include defensive posture, subject approach, strikes, takedowns, handcuffing, ground defense, escapes from body locks, weapon encounter defense, and environmental weapons.

8. First Aid/CPR/AED

1. First Aid / CPR / AED - You will receive a two-year certification from the American Red Cross in Adult First Aid / CPR / AED.

9. Firearms (Optional)

1. Revolver
2. Semi-Auto
3. Shotgun

During these optional firearms courses you will learn how to safely and effectively load and unload the weapon, manipulate each function of the weapon, fire the weapon with proficiency, as well as learn the considerations an officer should take in a situation where deadly force could be justified.

10. Homeland Security:

1. Terrorism Awareness - In this course you will learn how to identify the indicators and behaviors of defined criminal activity and potential terrorism nexus activity. You will also learn about terrorism, terrorist groups, and sovereign citizen extremists.

2. Incident Command System (ICS) - During this course you will gain knowledge of the Incident Command System (ICS) to properly pass the Federal Emergency Management System Exam.

3. National Incident Management System (NIMS) - In this course you will gain knowledge of the National Incident Management System (NIMS) to properly pass the Federal Emergency Management Agency (FEMA) IS-700.a National Incident Management System Exam.

Dear Student: **PLEASE READ THIS DOCUMENT CAREFULLY TUITION / FEES**

(Subject to change without notice)

Student Tuition without Less Lethal and Firearms Training-----\$1,500.00
Student Tuition with Less Lethal Training -----\$1,600.00
Student Tuition with Less Lethal and Firearms Training -----\$1,750.00

*Interest Free Payment Plan Available.

Tuition Includes:

Cadet Notebook with Student Performance Objective (SPO) materials, three ring binder; Academy Uniforms (2 Class B Uniforms Polo Shirts & 2 PT T-Shirts); American Red Cross, FEMA & OPOTC Certifications. Complete Nylon Duty Rig with Holders. Further details will be provided at Orientation.

Attendance Requirement: (VERY IMPORTANT!!!)

Please be advised that **mandatory attendance** for the duration of this Academy is a requirement for graduation per OPOTC requirements. Your commitment to meeting this requirement must be affirmed prior to enrollment. If you have any doubt as to your ability to fulfill this requirement (keeping in mind the Academy will last 8 weeks), please reconsider your application. Any Make-Ups are billed at \$25 per hour.

Arrests and/or Convictions

Any felony conviction (including any arrests/convictions that you or an attorney have had expunged/sealed by the court) may prohibit you from entering the Academy. **Note: Applicants who want to be certified to carry a firearm must NOT have a criminal record, to include domestic violence or any lesser offense or plea where the original charge was domestic violence.**

Certain misdemeanor convictions (lesser crimes) to include, but not limited to, domestic violence and drug possession may prohibit you from entering the academy. Please note that any crime reduction or plea agreement/bargain in which the original charge was domestic violence will prohibit you from entering the Academy

Students must be 18 years of age and have a High School Diploma or a GED equivalent

All students must provide a copy of his/her high school diploma or GED certificate with application.

Non-Refundable Deposit Acceptance Statement

Upon acceptance into the Private Security Academy you will be required to provide a non-refundable deposit of \$350.00 prior to the enrollment deadline date of the Academy. This deposit will reserve your seat in the Academy, and cover initial course materials and uniform costs.

Once payment has been made it is the responsibility of the student to attend all courses on the designated dates and times. It is not the responsibility of STG: PSA Staff to insure attendance of students.

The deposit is non-negotiable and will not be returned in the event of failing the Academy due not meeting attendance requirements, failure to comply with Academy Code of Conduct, or any other reason not in compliance with the OPOTC course standards or failure to graduate from STG: PSA due to the academic failure of the student.

By my signature below, I hereby agree to the statement and conditions set forth above.

Student Signature / Date

Please review the Statement of Understanding on our website OhioPrivateSecurityAcademy.com to make sure you meet the requirements to be registered as a security officer in the State of Ohio.

Private Security Academy Waiver of Liability and Indemnity Agreement

Due to the physical nature of the course(s) offered, you are hereby advised of the following: Strategic Training Group, LLC - OPOTC Private Security Academy will provide instruction in the course under competent instructors certified by the Ohio Peace Officer Training Commission (OPOTC) and assumes no responsibility other than the opportunity to learn under supervision. (STGPSA), OPOTC, the Office of the Attorney General, the State of Ohio and all other entities involved directly or indirectly involved in the training course are hereby relieved of all liability. Although the instructors will attempt, at all times, to maintain a high degree of care for the safety of all participants in the training course some risks are inherent in the nature of the training course and cannot be eliminated or reduced. These inherent and other risks, hazards, and dangers can cause physical and emotional injury, disability, or death. You, the participant, understand and agree, by your signature below, that you are participating in the training course at your own risk.

Therefore, prior to STGPSA granting you permission to attend you must acknowledge the following:

Initial Each Line

_____ I acknowledge that the training involves a degree of physical exercise and physical contact and therefore does involve a risk of injury to me.

_____ I acknowledge that I will have to endure some degree of discomfort or pain during the application, instruction, or demonstration of certain techniques and/ or certain practice sessions.

_____ I acknowledge that I do not have any of the following conditions: suffer from a chronic/acute problem of the neck, back, wrist, knee, heart, or muscular system, or other medical conditions such as stress disorder, hypertension (high blood pressure), hip bursitis or other injuries, illnesses, disabilities, or conditions which could be made worse by participation or otherwise cause me harm during this training.

_____ Should I develop any illness, injury, condition, or be diagnosed with a disability or condition, as described previously, during the course of the training program, I shall promptly notify my school commander, instructor, and STGPSA and submit to a medical examination and obtain physician approval to continue participation in said training.

_____ I am in good physical and mental health.

_____ I agree to abide by the course safety rules and instructions given by the instructors.

_____ I agree that becoming certified in this training is based on my passing all applicable tests.

Private Security Academy Waiver of Liability and Indemnity Agreement (Continued)

In consideration of STGPSA permitting my participation in the training class, I hereby agree as follows:

Initial Each Line

____ I accept all risks that may be associated with this training and I have read and understood the above statements.

____ To waive any and all claims that I may have against the school commander and instructors of STGPSA, the office of the Attorney General of Ohio, OPOTC, its director, instructors, all state training agencies, and related personnel, and the State of Ohio, (all of whom are herein referred to as the Releasees); of and from any and all liability claims or demands for personal injury, sickness, or death, as well as property damages and expenses of any nature whatsoever which may be incurred while participating in the above referenced program or any medical procedure arising out of or related to my participation in such program, including Private Security Academy Waiver of Liability and Indemnity Agreement but not limited to any training conducted at any or all of STGPSA training locations and at any or all state training locations from any cause whatsoever, including negligence.

____ To release the Releasees from any and all liability. I further agree to indemnify the Releasees from any loss, liability, damage, or cost, including reasonable attorney fees, that may occur due to my participation in the above referenced program or in any medical procedure arising out of or related to my participation in such program, whether or not such loss, liability, damage, or cost results from the negligence or other action, except intentional acts, of any of the Releasees or any third party.

____ That this release of liability shall be effective and binding upon my heirs, next of kin executors, administrators, and assigns in the event of my death.

I have carefully read this agreement and fully understand its contents. I am aware that the agreement contains a waiver of liability, an assumption of risk, and an agreement by me to release and indemnify the Releasees, and I sign it of my own free will and volition.

Cadet Signature: _____ Date: _____

Printed Name: _____

Private Security Academy name: Strategic Training Group, LLC - OPOTC Private Security Academy

School Commander's Signature: _____ Date: _____

Robert D. Boerger - PSC0253

Photo Release Form

I, _____ hereby grant Strategic Training Group, LLC permission to use my likeness captured in any video or photographs related to my participation in Strategic Training Group - Private Security Academy or other Strategic Training Group, LLC activities. I understand and agree that these materials, taken in association with various projects, will not be returned to me in any manner whatsoever.

I waive any right to royalties or other compensation arising or related to the use of the video or photographic images.

I hereby hold harmless and release and forever discharge Strategic Training Group, LLC from all claims, demands, and causes of action which I, my heirs, representatives, executors, administrators, or any other persons acting on my behalf or on behalf of my estate have or may have by reason of this authorization.

I am 18 years of age and am competent to contract in my own name. I have read this release before signing below and I fully understand the contents, meaning, and impact of this release.

Cadet Signature: _____ Date: _____

Printed Name: _____

**STRATEGIC TRAINING
GROUP, LLC**

Uniform & Appearance Agreement Form

When the Academy begins I will be issued Academy uniforms (2 Class B Polo Shirts & 2 PT T-Shirts). I will be required to purchase khaki uniform pants, a plain black leather belt, a pair of black leather uniform boots and plain white crew neck t-shirts to wear with my Class B Polo during academic training or when otherwise authorized. The Class B shirt will be tucked in at all times. The PT T-Shirt will be worn during Subject Control with plain black shorts or sweat pants.

Hair and any facial hair will be neat trimmed. I understand that during the time of the Academy it is my responsibility to keep the uniforms clean, free of damage, and ready to present for inspection.

I will be allowed to keep the Class B and PT uniform shirts.

I understand and will comply with the uniform and appearance standards throughout the my time at the Academy.

Cadet Signature: _____ Date: _____

Printed Name: _____

Waist Size _____ (Needed for Complete Duty Rig)

Shirt Size ☐ S ☐ M ☐ L ☐ XL ☐ XXL ☐ XXXL

Applicant General Information Form
OPOTC Private Security Academy

NAME: _____ SSN _____ - _____ - _____
LAST, FIRST MIDDLE NAME (FULL)

HOME ADDRESS: _____
STREET CITY STATE ZIP COUNTY

HOME PHONE:(_____) CELL PHONE:(_____)

E-MAIL ADDRESS: _____

D.O.B. (MM/DD/YYYY) _____ [] MALE [] FEMALE

PLACE OF BIRTH: _____ UNITED STATES CITIZEN:[] NO [] YES
CITY COUNTY STATE

Have you lived in Ohio the past five years? [] Yes [] No

US MILITARY VETERAN? [] YES [] NO BRANCH OF SERVICE: _____

SERVICE DATES: _____

HONORABLE DISCHARGED [] YES [] NO

Cadet Signature: _____ Date: _____

Printed Name: _____

STRATEGIC TRAINING
GROUP, LLC

ENROLLMENT CHECKLIST

- ☐ Copy of High School Diploma or GED Equivalent

*Please ensure it is a clear copy.

- ☐ Read, Reviewed, and Signed all forms in the enrollment packet

*Double check each section for missing signatures, initials, and dates.

- ☐ Speak with the Training Coordinator about payment plans if necessary.

*Payment and financial standings must be established prior to starting the Academy.

- ☐ Deposit - Check, Cash, or Money Order

*Visa & MasterCard also Accepted

Upon completion of this packet please return it in person or by mail to our office at:

Strategic Training Group, LLC

ATTN: Academy Commander

1580 King Avenue, Suite 103

Columbus, Ohio 43212-2058

**STRATEGIC TRAINING
GROUP, LLC**