



Illinois Law Enforcement Training and Standards Board

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MEMORANDUM

TO: Illinois Law Enforcement Administrators

FROM: Executive Director Brent Fischer

DATE: October 16, 2017

RE: Part-Time Basic Law Enforcement Training

As you may recall, the part-time academy was temporarily suspended until the new 560 hour curriculum was developed. The Board is happy to report that the full-time 560-hour course is now up and running and the part-time academy is nearly complete. We anticipate a January 1, 2018, implementation date for the part-time program.

There will be some new requirements introduced in order to professionalize and improve the new part-time academy. You will need to contact your Mobile Team Unit (MTU) Coordinator for details. Please keep in mind that due to monetary and personnel limitations, not all MTUs will be able to offer the part-time training program. Agencies interested in enrolling a recruit in the part-time academy must perform the following tasks:

- File a FORM E, Notice of Appointment form with the Board office, which shows the initial date of active employment for the recruit and enables ILETSB to assign the officer a Police Training Board Identification Number (PTBID#), which is required for all paperwork.
- Contact the Mobile Team Unit (MTU) offering the Part-Time Basic Law Enforcement Training Academy to request an enrollment packet for your recruit.
- Once you have completed the enrollment packet and returned it to the MTU by the part-time academy enrollment deadline, you will need to request a POWER test date. *Be advised that **within 6 months** from the recruit's **initial date of hire**, they must successfully pass the POWER test to become enrolled in the part-time academy. Failure to meet this first hurdle of successfully passing the POWER test by the 6 month deadline and/or the academy enrollment deadline will automatically prevent the recruit from being enrolled in the course.*

(Note: Doctors release forms are good for 60 days only). Many MTU's have pre-set POWER test dates to coincide with the start date of their part-time academy. Those dates may be found posted on their individual websites.

- In addition, the 40-hour MFT requirement must be met within 6 months from the initial date of employment. (65 ILCS 710/2). Contact your MTU for a schedule of course offerings.

With the increase in curriculum hours, compounded by the fact that minimum and maximum student enrollment requirements will be established, space in some classes may be limited so the Board recommends that Chiefs and Sheriffs coordinate with their respective MTU Directors for start dates. This will ensure time requirements are satisfied.

We look forward to the implementation of the new part-time program. Feel free to contact Jan Allen or Deputy Director Patrick Connolly, if you have questions. Please watch for additional information in the near future.