



WASHINGTON STATE CRIMINAL JUSTICE TRAINING COMMISSION

MIDDLE MANAGEMENT 4220

ADDITIONAL PARTICIPANT INFORMATION

Dates: January 7-13, 2013

Location: WSCJTC
19010 1st Ave South
Burien, WA 98148

Class Hours: 0800-1700
Room C-206

Travel/Meals & Lodging: Law Enforcement attendees and Correction attendees working at least 40 miles from the training site are eligible to be registered as live-in participants. Additional Housing Information is available on the course training page.

Costs: \$200 for non-mandated attendees.

Attire: **Business Casual** attire is appropriate for classroom wear. *Please no jeans, t-shirts, shorts, sweatshirts, or tennis shoes.*

Smoking: Smoking is permitted only in designated areas outside the building.

Telephone: **EMERGENCY ONLY: 206-835-7300**

They will **not** take personal messages of a non-emergent nature.

Firearms: Firearms will not be used in this course.

Attendance: Certificates of completion will be awarded to those attendees who successfully complete the course in its entirety. Instructors must pre-approve **any** time out of class.

Cancellation Deadline: **January 2, 2013**

If for any reason it becomes necessary to cancel this application, send e-mail to registrar@cjtc.state.wa.us. **Your agency will be subject to a late cancellation/ no show fee of \$50 or the course fee, whichever is greater, for those scheduled to attend. No exceptions will be made.**

Responsibility for Injuries: Although instructors will at all times maintain a high degree of care for the safety of all persons attending the school, it must be understood that neither the Washington State Criminal Justice Training Commission, nor any of the cooperating agencies can or will assume financial responsibility for injuries or illness suffered as a result of any training received, nor can or will be responsible for any loss to students as a result of damage to their property through fire, theft or other causes. Each attendee must understand that this training is at the attendee's own risk.