



Washington State Criminal Justice Training Commission
Basic Collision Investigation (0201-4)
January 9-13, 2012
Seattle, WA

STUDENT INSTRUCTIONS

- Arrival:** Monday, January 9, 2012 to Seattle PD Park 90/5 Complex, 2203 Airport Ave S, Bldg 2, Seattle, WA 98134.
- Class Hours:** Monday- Friday, 0800-1700
- Costs:** \$50, per attendee. Agencies will be invoiced.
- Travel/Meals & Lodging:** Meal and Lodging are the responsibility of your agency.
- Attire:** Business Casual attire is appropriate for classroom wear. *Please no jeans, t-shirts, shorts, sweatshirts, or tennis shoes.*
- Telephone:** You should advise your family and agency of how to reach you at the training facility in the event of an emergency. Please have caller identify the class, **by name**, that you are attending. They will **not** take personal messages of a non-emergent nature.
EMERGENCY ONLY: Det. Andrew Norton, 206-684-8934, andrew.norton@seattle.gob
- Note-Taking:** Note-taking items such as notebook paper, pens, and pencils, will **not** be made available at the training site, and are the responsibility of each attendee.
- Equipment:** 100 & 300 ft tape measure, outdoor clothing, colored and mechanical pencils.
- 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 Guidelines:** Notify the Registrar's Office at registrar@cjtc.state.wa.us, **no later than January 4, 2012**, to avoid late cancellation/no show fees. **Your agency will be billed \$50.00, for those not in attendance.** 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.