



WASHINGTON STATE  
CRIMINAL JUSTICE TRAINING COMMISSION  
Crime Scene Photography Digital (0230)

ADDITIONAL COURSE INFORMATION

Dates: November 4-8, 2013

Location: 200 NE Mae Street  
Poulsbo, WA 98370

Class Hours: Monday-Friday 800-1700

Travel/Meals & Lodging: Responsibility of the applicant or his/her agency.

Costs/ \$50.00

Unfortunately, the WSCJTC is *unable* to accept *credit cards* as a form of payment. Agencies will be invoiced.

Attire: **Casual** attire is appropriate for classroom wear.

**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.

**NO Point & Shoot Camera's Accepted – students will be dismissed from class if Point & Shoot camera is brought with the intention to be used.**

- DSLR camera (Digital, one that you can change lenses on)
- External Flash
- Off camera flash cord (goes from camera to flash allowing user to take the flash off the camera, even if wireless you still need a cord)
- Tripod
- 2 - 1 GB card for camera
- Close up lens (micro or macro, for close up and latent photography)
- Flashlight
- Evidence Ruler (black on one side, white on the other)
- Video cord for camera (cord with yellow terminal on one that came with the camera)

**These are the minimum requirements and should be a part of all departments' crime scene kits to photographically process the scene properly.**

Telephone: **EMERGENCY ONLY: 206/835.7300**  
Messages of a non-emergent nature will not be taken.

Firearms: Firearms will not be used in this course.

Attendance: Instructors must pre-approve any time out of class.

**Cancellation****October 28, 2013****Deadline:**

Notify the Registrar's Office via e-mail [registrar@cjtc.state.wa.us](mailto:registrar@cjtc.state.wa.us) . **Your agency will be billed \$50 or the course fee whichever is greater, for late cancellation and no shows. 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.