

# Washington State Criminal Justice Training Commission

## HANDGUN INSTRUCTOR LEVEL 1 (2011-1)

Richland Police Range  
3220 Twin Bridges Road  
Richland, WA 99354  
August 8 -19, 2011

### Student Instructions

Attendees who **HAVE NOT pre-qualified** will report at **7:00 AM on Monday, August 8, 2011**. Attendees who **HAVE pre-qualified** will report **no later than at 8:00 AM**. This course will be presented at the **Richland Police Firing Range located at 3220 Twin Bridges Road, Richland WA 99354**.

**Lodging, Travel, and Meals:** Travel and meals will be the responsibility of the participant or his or her agency. **There will be no reimbursement for expenses.**

**Costs:** **\$750**. Non cancelled no-shows will be charged the course fee. Agencies will be billed upon completion of the course.

**Cancellation Guidelines:** In order to avoid being charged the full course fee, applications must be canceled via email [blearegistrar@cjtc.state.wa.us](mailto:blearegistrar@cjtc.state.wa.us) **no later than August 1, 2011. No exceptions will be made.**

**Attire:** Appropriate dress for both classroom and outdoor environment.

**Questions :** Sgt. Bob Cecil at (206) 835-7373 [bcecil@cjtc.state.wa.us](mailto:bcecil@cjtc.state.wa.us)  
Emergency contact number for training site; 509-942-7363

**Attendance:** Certificates of completion will be awarded to those attendees who successfully complete the course in its entirety. **This is an instructor course and absences will not be excused. Please cancel your position in the class if you anticipate missing any part of the school.**

**Prerequisites:** This requirement allows the course to be delivered at an instructor level.

A score of 85% on the WSCJTC Firearms Instructor Qualification Course is a prerequisite for those selected to attend the course.  
A copy of the course of fire is attached.

**Course Format:** Classroom lecture, demonstrations and practical dry and live fire range exercises.

**Course Format for Night Shoot:** There may be one evening session required for night shooting. You will receive the schedule on the first day of class.

**Entry Qualification:** All students must score a minimum of 85% on the entry shooting skills test. Therefore, we offer two options:

**Option 1:**

The student attends the prequalification scheduled **10:00 AM Thursday July 21, 2011** at the **Richland Police Firing Range, 3220 Twin Bridges Road, Richland WA 99354**. **If the student does not meet the minimum score, the student will not attend the course and the agency WILL NOT be billed the \$750 course fee.** If the student chooses option 1, please RSVP via email at [blearegistrar@cjtc.state.wa.us](mailto:blearegistrar@cjtc.state.wa.us) July 11th, 2011.

**Option 2:**

The student attends the prequalification scheduled **10:00 AM Tuesday July 19, 2011** at the **Washington State Criminal Justice Training Commission's Range** located at 19010 1<sup>st</sup> Ave S, Burien, WA 98148. **If the student does not meet the minimum score, the student will not attend the course and the agency WILL NOT be billed the \$750 course fee.** If the student chooses option 2, please RSVP via email at [blearegistrar@cjtc.state.wa.us](mailto:blearegistrar@cjtc.state.wa.us) July 11th, 2011.

**Option 3:**

The student prequalifies at **7 AM on the first day of class, Monday August 8<sup>th</sup>, 2011**. Students that do not pass the entry qualification on the first day of the class will be removed from the class and their agency WILL BE BILLED the full class tuition fee.

**Course Work Requirement:** This is a pass/fail course and will require you to attend the entire course. You will be required to:

- ☞ Do homework,
- ☞ Prepare a minimum of two lesson plans,
- ☞ Teach a minimum of two classes,
- ☞ Pass two written exams,
- ☞ Pass timed weapon manipulation drills,
- ☞ Demonstrate safety with all of your firearms at all times,
- ☞ Shoot passing scores on the various courses of fire.

You will not receive a certificate if you fail any one of the above requirements. **This is an instructor course and absences will not be excused.** Please cancel your position in the class if you anticipate missing any part of the course.

Certificates of completion will be awarded to those participants who successfully complete the course in its entirety.

**Participants are advised that extensive course work and reading after class is necessary. We recommend long commutes or night shift work be avoided during the course.**

**Ammo:** The following ammunition is **REQUIRED:**

- ☞ 500 rounds handgun maximum.
- ☞ A minimum of 20 dummy rounds for your duty pistol
- ☞ Spare pistol

**Documents:** The following document is **REQUIRED:**  
☞ Copy of agency's firearms policies

**Equipment Needs:** The following equipment is **REQUIRED:**

- ☞ Duty handgun and patrol duty belt. No thigh holsters.
- ☞ A minimum of three extra magazines.
- ☞ Inert Training Pistol (dummy; red or blue).
- ☞ Double-Action Revolver holster.
- ☞ Duty flashlight.
- ☞ Eye protection (including clear glasses for night firing)
- ☞ Hearing protection-electronic headphones and earplugs
- ☞ Copy of your agency's firearms policies
- ☞ Weapon cleaning equipment
- ☞ BDU type pants with cargo pockets
- ☞ Clipboard & note taking material.
- ☞ Whistle.
- ☞ Stopwatch or watch with second hand.
- ☞ Baseball cap.
- ☞ Body armor.

**Optional:** The following equipment is **RECOMMENDED:**

- ☞ Knee pads
- ☞ Elbow pads
- ☞ Laptop (Strongly Encouraged)

**Liability Release:** All participants, as a condition of course attendance and participation, will be required to sign a liability release. If the participant does not bring the form with them, additional forms will be available on the first day at the beginning of class.

**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, of course, 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.