pennsylvania
COMMISSION ON CRIME
AND DELINQUENCY

Constables' Education and Training Board
2013 Constables' Training Schedule

January Through October

80-hour Basic Training

40-hour Basic Firearms

20-hour Annual Firearms

20-hour Continuing Education

20-hour Advanced Firearms

8-hour Optional Training

Address Change
Personal Information Review

§ 431.11 Registration: A person shall register with the Board for certification by submitting information such as mailing address and telephone number, Social Security Number, date of birth and office held or sought. A constable shall set forth the beginning date and expiration date of the term of office held, and provide documentary evidence of election or appointment. A registrant shall inform the Board of a change to registration information **within 15 days of the change**.

Change of Registration Information can be forwarded via mail **or** FAX to: Bureau of Training Services, Pennsylvania Commission on Crime and Delinquency, PO Box 1167, Harrisburg PA 17108-1167; FAX (717) 783-7140 or by contacting your training region's PCCD contact at the email or phone number included in this schedule.

Enrollment Instructions for Training Classes

Classes are on a first-come, first-served basis. In order to ensure uninterrupted certification, constables should enroll in class as soon as possible.

Constables are encouraged to enroll for their 2013 training on-line, through the PCCD website. On line enrollment is secure and fast, and is confirmed immediately. Enrollment can also be accomplished by mailing or faxing a completed standard registration form *directly to the training delivery contractor*. **Do not mail or fax to PCCD**.

Registration questions should be referred to the appropriate regional training delivery contractor. **Constables cannot register for classes by calling or mailing PCCD**.

****Note:** There is a PCCD standard for the minimum number of students per class. A class may be **cancelled** if this minimum standard is not met. **Notification of cancellation will be made by the regional training delivery contractor via registration information filed by constables**.

Important Policy Changes

On May 26, 2011 the Constables Education and Training Board approved the following regulation changes which were then approved by the Pennsylvania Commission on Crime and Delinquency on June 14, 2011. The following regulation changes have been made into Board Policy until the completion of the Regulation process through the Independent Regulatory Review Commission.

FIREARMS QUALIFICATION

§ 431.42. Eligibility for firearms qualification.

A constable holding certification who is 21 years of age or older and who is not precluded under State or Federal law from possessing or using a firearm may enroll in a firearms qualification course.

The above section is existing Board Policy.

§ 431.43. Firearm and ammunition.

(b) The firearm provided shall be of a design generally acceptable for law enforcement usage, and shall be in a condition for safe operation as designed and intended by the firearm manufacturer. The firearm provided shall be one of the following calibers:

(1) .380.
(2) .38 special.
(3) .357.
(4) .40.
(5) .45.
(6) 9MM.

The Board and PCCD voted to eliminate the 10mm caliber firearm as an acceptable firearm to be used during the firearms qualification course.

This Board Policy became effective on January 1, 2012.

§431.47. Attendance policies.

(c) New Weapons: A constable who successfully completes a firearms qualification course may not attend another firearms qualification course in the same training year with the following exception: If a constable obtains a new weapon after having successfully completed his or her annual firearms qualification, the constable may attend, without penalty, another firearms training class and complete the qualification course-of-fire using the new weapon. Attendance at another firearms course is subject to course availability.

(d) Advanced Firearms Failures: If a constable attends an advanced firearms qualification course and fails to successfully complete the qualification course-of-fire, the constable may attend, without penalty, a basic or annual firearms qualification course in its entirety.

(e) Weapons Malfunctions: If a constable fails to successfully complete the qualification course-of-fire during any firearms qualification course because of a weapon malfunction, the constable may attend, without penalty, another firearms qualification course in its entirety, or may retake, without penalty, the portion of the firearms qualification course during and after which the malfunction occurred. Attendance at another firearms course is subject to course availability. Firearms instructors will document weapons malfunctions.

The above subparagraphs became effective as Board Policy on January 1, 2012.

Additional Board Policy that was be implemented:

Other Person
"Other Person" language as been removed from the Board Regulations. "Other Person" is identified by the Program as a Non-constable, which would be a person who does not have a current valid term of office as a constable or deputy constable. Only a person with an election or appointment certificate on file with the Program will be assigned a Temporary Access Number. This person can still register with the Program but they will not be eligible to enroll into the basic training courses until they have a valid term of office on file with the Program. This Board Policy became effective on January 1, 2012 and Program Staff will not issue a Temporary Access Number without the election or appointment certificate on file.

Additional Board Policy that was implemented in June 2008 (see Training Bulletin #60-August 2008):

Law Enforcement Firearms Waiver Elimination
All Waivers of Firearms Training for Law Enforcement Officers have been eliminated. All constables who want to be certified to carry a firearm in the course of their constable duties, including those who are also law enforcement officers, must attend the Act 49 firearms training course in its entirety and pass the Act 49 firearms qualification course.

The following Board Policy became effective July 1, 2012.

§431.47. Attendance policies.

(a) A firearms qualification will lapse immediately if a constable no longer meets all of the eligibility criteria of §431.42 (relating to eligibility for firearms qualification), or does not complete a firearms qualification course in the calendar year following the person's most recent completion of such a course.

(b) The Board will reactivate a firearms certification that is lapsed for 3 years or more upon the constable's successful completion of a basic firearms qualification course.

All firearms class enrollments will be monitored by Program Staff and the constable or deputy constable will be notified by mail if they will be required to attend a basic firearms class because of a lapse of 3 years or more in their firearms certification.

CONTACT INFORMATION AT PCCD

(If you have questions regarding certification, insurance,
or where to send your election certificate or appointment order.)

THESE ARE NOT CONTACTS FOR CLASS ENROLLMENT

WESTERN PA: Armstrong, Allegheny, Beaver, Butler, Cambria, Clarion, Crawford, Elk, Erie, Fayette, Forest, Greene, Indiana, Jefferson, Lawrence, Mercer, McKean, Somerset, Venango, Washington, Warren, and Westmoreland Counties

Your contact person is: Don Horst, (717) 265-8551, dhorst@pa.gov

CENTRAL PA: Adams, Bedford, Blair, Cameron, Centre, Clearfield, Clinton, Cumberland, Dauphin, Franklin, Fulton, Huntingdon, Juniata, Lancaster, Lebanon, Lycoming, Mifflin, Montour, Northumberland, Perry, Potter, Schuylkill, Snyder, Tioga, Union, and York Counties

Your contact person is: Kathy Clarke, (717) 265-8552, kclarke@pa.gov

EASTERN PA: Berks, Bradford, Bucks, Carbon, Chester, Columbia, Delaware, Lackawanna, Lehigh, Luzerne, Monroe, Montgomery, Northampton, Pike, Sullivan, Susquehanna, Wayne, and Wyoming Counties

Your contact person is: Sherry Leffler, (717) 265-8554, sleffler@pa.gov

Change of Training Contractors

Contracts for Constable Training Delivery, under Act 49 of 2009, are released for competitive bid. The current training contracts with the six training providers expire on December 31, 2012. In anticipation of the expiration date of the contracts, PCCD was required to advertise the contracts and put the contracts out for bid under PA Department of General Services (DGS) regulations. Any interested vendor with related law enforcement training experience could bid on the contracts. Interested vendors had to bid on each specific region for which they wished to provide training.

PCCD released the Request-For-Proposals (RFP) in January 2012. Interested bidders had to submit proposals to PCCD by April 26, 2012. In accordance with DGS regulations, the proposals were then reviewed and scored based on their technical proposals such as similar training experience, staff to be involved, and available facilities, as well as their fiscal proposals. As a result of this process, beginning in January 2013, the training providers will be:

Region	**Training Provider**
Northwest Region	Penn State Fayette
Southwest Region	Penn State Fayette
North Central Region	Indiana University of Pennsylvania Research Institute (IUP)
South Central Region	Indiana University of Pennsylvania Research Institute (IUP)
Northeast Region	Temple University
Southeast Region	Temple University

All training providers will utilize the same standardized curriculum across the state. New training providers will attempt to provide training in the same geographic areas as the previous contractors. The actual training facilities will be different in some areas, but the same geographic regions will be serviced.

Constables' Education and Training Board
2013 Constables' Training Schedule

Please Note: The 2013 Constables' Training Schedule is arranged by geographic regions in Pennsylvania. Constables have the option of attending training at any location in the Commonwealth, regardless of the area in which they reside.

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2013 Constables' Training
80-hour BASIC TRAINING

All newly elected constables or appointed deputy constables are required, under Act 49-2009 §7142(a) to attend and successfully complete basic training in order to perform judicial duties and be paid. Constables or appointed deputy constables must be registered with PCCD. If an individual is receiving Constable Training Bulletins, then he or she is registered with PCCD. To register, please call the Constables' Training Program at (717) 265-8552, or (717) 265-8554. When leaving a message, include full name, area code, and telephone number.

Refer to Title 37 Law, Chapter 431, for regulations relating to the certification of constables and deputy constables. In order to successfully complete basic training, an individual must attend and participate in all training as scheduled, achieve a passing score of at least 70% on each written examination administered during the course, and successfully demonstrate practical skills during each proficiency examination. There are twelve subjects covered in basic training. Constables and deputy constables are tested on each of the twelve subjects. An individual who receives less than 70% on any written exam will have only one opportunity to re-test in that subject. If an individual fails the re-test, that individual has failed the basic training course and will not be certified by the Board.

Basic Training will consist of instruction in the following subjects: Role of the Constable in the Justice System, Professional Development, Civil Law and Process, Criminal Law and Process, Use of Force, Mechanics of Arrest, Defensive Tactics, Prisoner Transport and Custody, Court Security, Crisis Intervention, Expandable Baton, and Oleoresin Capsicum (OC).

2013 Constables' Training
20-hour CONTINUING EDUCATION

Constables and deputy constables must successfully complete the 20-hour Continuing Education course in order to renew their certifications for 2014. Based upon successful completion of continuing education by October 2013, constables and deputy constables will be issued certification cards in December 2013, which will indicate certification for 2014.

Civil Law Review - Enforcement of Judgments (4 hours) – This course is designed to provide a timeline and procedural guidance to Pennsylvania constables in the enforcement of judgments rendered by Magisterial District Judges for the payment of money. The course reviews in detail Title 246, Minor Court Civil Rules, Chapter 400. Several case studies and scenarios that directly relate to the performance of levies by constables have been included for classroom review and discussion. The course concludes with a video of a levy/laboratory exercise that allows students additional practice performing a levy. This course includes a written examination.

Criminal Law Review – Warrant Service (4 hours) – Constables are often tasked with serving arrest warrants for a wide variety of criminal offenses. This course will examine the legal precedence for warrant service as per Title 234, Rules of Criminal Procedure, as well as the tactics for safe and efficient service. The course will conclude with a review of case law regarding a warrant for arrest and probable cause per Berg v. County of Allegheny. This course includes a written examination.

Lessons Learned – Surviving a Constable-Involved Shooting (4 hours) – No other event has greater capacity to traumatize a constable than involvement in a shooting incident. The finger pointing, criticism, and intense scrutiny by the public and media after such an incident can be overwhelming. Years of litigation and the potential for civil judgments resulting from lawsuits can lead to financial ruin, depression, and domestic problems. As such, this year's version of the lessons learned course will focus on constable-involved shooting (CIS) incidents, using two such recent incidents to highlight critical issues.

This four-hour module is designed to provide essential knowledge as to what a constable can anticipate following a CIS incident and how constables can prepare for and overcome the challenges of such a situation. The module uses video interviews of constables who were involved in actual CIS situations, along with a lecture and discussion, to accomplish its goals. This course includes a written examination.

Defensive Tactics (8 hours) – This is an eight-hour block of instruction that reviews and provides practice in basic constable defensive tactic techniques including: patterns of movement and footwork; handgun retention techniques; armbar takedowns and outside wrist turn takedowns; handcuffing tactics, techniques and procedures; strikes, kicks, and blocks; methods of transitioning between force options; emergency knife defense; and ground defense escape techniques. This course includes a written examination.

2013 Constables' Training
8-hour OPTIONAL TRAINING

OCAT Oleoresin Capsicum (OC) Course (4-hours) – This program has been designed to "train and certify" Pennsylvania's constables in the safe, correct, and legal use of Oleoresin Capsicum (also known as OC or pepper spray). This course will instruct constables on how to use OC in a safe and reliable manner on standards that are accepted nationwide. Upon successful completion of both the practical and written examinations, constables will receive certification that is valid for two (2) years after issue.

- AND -

Defensive Tactics Utilizing Force Options Under Stress (4-hours) - In this 4-hour block of instruction the constable will take part in scenarios designed to stress the constable and perform dynamically utilizing force options available. Scenarios will be video recorded for each constable to review his/her performance. The constable will also have to prepare use of force reports, and brief his attorney (instructor) on his/her actions where deadly or near deadly force options are utilized. For example, after stress is induced on the constable he/she will be told that he/she is serving a civil process on a subject. The constable is alone. During the service the subject becomes irrational and aggressive attacking the constable's gun. The constable must defend and take appropriate action. The constable then moves to the next scenario, etc. During scenarios all force options should be available but not always appropriate. At the end a video critique will be done. The constable must then sit down and write a report on at least one of the scenarios where force was utilized. The constable then meets with his/her attorney (instructor) to review actions. Additional scenarios will be added to complement the existing choices.

2013 Constables' Firearms Training

The Constable Education and Training Board adopted several changes to the Constables Firearms Qualification Course in 2010. The dual phase qualification was retained, but now uses the more simplified NRA TQ-19 center mass target. The course of fire reinforces the training received and duplicates "real world" scenarios while still insuring range safety. The course of fire includes the use of barricades, the requirement to move to cover, and the use of verbal challenges in each stage. ***There have been no changes made to the Qualification Course for 2013.***

Highlights of the Qualification Course

NRA TQ-19 Center Mass Target

Figure 1 NRA TQ-19 Target

- The course requires that a shooter score at least a 75% in each phase. The constable must qualify on both phases with a minimum raw score of at least 45 out of 60 points for each phase, for a total possible score of 120.
- Barricade Positions at the 15 and 25 Yard Stage.
- Barricade stages involve shooter moving to cover, approximately 1-2 yards.
- Shooters practice verbals once per stage.
- Maximum score moves from 300 (5 X 60) to 120 (2 X 60)

Participation in firearms training is limited to constables who are current with their training, insurance, and certification. Only constables and deputy constables who are currently in office, and who have achieved certification through basic training or the waiver examination, will be allowed to attend any firearms training course. Current, valid certification is required before any constable or deputy constable can be enrolled or admitted to any firearms class. See Title 37 Law, Chapter 431, for regulations relating to the certification of constables and deputy constables.

Once certified to carry a firearm while performing the duties of a constable under §7148 of Act 49-2009, a constable or deputy constable must annually attend and successfully complete firearms training in order to remain certified to carry a firearm. An annual background check of each individual's criminal history record is also conducted. Constables and deputy constables who desire firearms certification under §7148 of Act 49 must initially attend and successfully complete the 40-Hour Basic Firearms Training. Constables who have previously been certified to carry a firearm under Act 49 should schedule themselves to attend Annual Firearms or Advanced Firearms Training. Firearms classes are distinguished by the last digit in the class ID number. "B" stands for Basic Firearms, "A" for Annual Firearms, "S" for Advanced Firearms.

Necessary equipment for the constable participating in Firearms Training:

1.) Appropriate service handgun of one of the following calibers: 380, 38 Special, 357, 40, 45, 9mm. Refer to Title 37 Law, § 431.43 for regulations relating to firearms qualification.

2.) Appropriate reloading device (at least two speed loaders or two magazines)

3.) Minimum of 60 rounds of service-type, **factory** ammunition for qualification (50 rounds for five-shot revolvers). Constables are encouraged to bring enough extra ammunition for second attempts to qualify, if necessary. **Reloads are not permitted.**

4.) Duty belt, appropriate/functional holster, and flashlight suitable for reduced-light exercises

5.) Eye and ear protection, baseball cap, and clothing suitable for inclement weather

2013 Constables' Training
40-hour BASIC FIREARMS

The Basic Firearms course has been designed to provide essential grounding in acceptable law enforcement techniques for any constable who is not certified to carry a firearm by the Pennsylvania Commission on Crime and Delinquency (PCCD). It consists of 40 hours of basic firearms training and qualification. While the training is not mandatory, it is available to any constable who has completed the 80-hour Basic Training Course, has acquired a certification number, and is at least twenty-one years of age.

The 40-hour Basic Firearms course consists of a series of lectures, laboratory activities, and practical exercises that provide a basic understanding of the safe manipulation of a revolver or semi-automatic pistol. It starts with the presumption that the participant has little or no formal training. The course stresses safe handling techniques, proper cleaning, correct weapons handling skills, and marksmanship.

The constable will be exposed to firing in reduced light and to interactive judgmental shooting scenarios. Successful course completion will require passing all practical exercises and written tests, and demonstrating proficient, safe weapons handling skills. The Constable Qualification Course (CQC) is divided into two stages. A shooter must qualify on each stage with a score of at least a 75%. The shooter who fails to pass one of the stages will be permitted to repeat the stage on which he or she did not meet the 75% threshold. This will be the shooter's one remedial attempt to qualify.

2013 Constables' Training
20-hour ANNUAL FIREARMS

The annual firearms course for 2013 consists of 20-hours of instruction focused on the improvement of basic marksmanship skills. Along with a qualification course, it includes reduced-light and judgmental training, as well as modules designed to improve marksmanship and weapons handling skills. Daily Range Evaluations and Assessments will evaluate each student's skills and will provide information to enhance future firearms training programs for constables. Satisfactory course completion requires a passing score (75%) on the written examination. In addition, the constable must achieve a qualification standard of 75% (45 points) or better on the Constable Qualification Course (CQC) using their duty weapon (weapon 1).

2013 Constables' Training
20-hour ADVANCED FIREARMS

Due to the diversity of training levels among the constable population, the delivery of advanced training has always been complicated. Based on the results of the recent surveys of constables attending the basic or annual firearms module, the use of cover and concealment will be the topic for the 2013 Advanced Firearms Module. The Advanced 20-hour Constable Firearm Training Program is designed to provide more advanced training for the shooter to attend in lieu of the annual training. In order to qualify to attend the 2013 Advanced 20-hour Constable Firearm Training Program constables must successfully complete the 2012 Annual or Basic Firearms Training Program with a Constable Qualification Course (CQC) score of at least 88%.

The Advanced 20-Hour Constable Firearm Training Program consists of a series of assessments, laboratory, and practical exercises that will assist the constable in meeting the PCCD firearm certification requirements. This includes the Reduced Light, Judgmental, and Qualification Course. A 9-hour module dealing with the use of cover/concealment from a variety of typical barricades using a variety of positions comprises the remainder of the course. Also included will be the use of the slicing the pie technique, the quick peek and the limited penetration techniques that have been taught in other modules, but never performed in a live fire environment. Satisfactory course completion requires a passing score (75%) on the written examination. In addition, the constable must achieve a qualification standard of 75% or better on the Constable Qualification Course (CQC) using their duty weapon. However, to continue to attend Advanced Modules, the constable must score an 88% or higher on the CQC. In the Advanced Firearms Module, the CQC is conducted once weapons are inspected, function checked, and the reduced light portion of the training is completed. Unlike the Basic and Annual Modules, there is **no** practice attempt on the CQC. A constable failing to qualify is not permitted to continue in the advanced class and may reschedule to an annual course ***at no cost to the constable***. The course is designed as a series of separate modules that allow the site provider to reconfigure the sequence to deal with environmental or physical facility issues.

Additional Weapons

Qualification with two weapons is permitted, ***subject to time constraints and range conditions***. The constable must provide sufficient ammunition for that additional weapon. Constables must qualify with one duty weapon before they will be permitted to qualify with an additional weapon. If a weapon failure occurs during a second weapon qualification, a second attempt to qualify with that weapon is permitted, ***subject to time constraints and range conditions***.

2013 Weapon Qualification
Course of Fire

Semi-Automatic Pistols and 6-Shot Revolvers

Qualification 2012				
60 total rounds – TQ-19 target				
Stage	**Distance**	**Rounds**	**Time**	**Technique**
1	1-2 yards	6 rounds 2/string	3 sec\string	One-handed Close contact
2	5 yards	12 rounds 3/string	4 seconds per string	Standing 2 rounds center mass Assess 1 round head Untimed reload Two handed
3	7 yards	12 rounds Varies	5 seconds per string Reload 20 seconds	Standing 2 rounds center mass Reload Transfer to support hand Post reload Low ready Non-shooting hand
30 rounds have been fired – score stages 1-3 and change targets				
4	10 yards	6 rounds 3/string	15 sec.	Standing Weapon staged with 1 dummy round 3 rounds and clear failure to fire in 15 seconds Reload and repeat
5	15 yards	12 rounds 2/string	8 sec. 4 sec. 6 sec.	Standing Move to cover From Right, 2 rounds (2x) Transition to other side of cover, 2 rounds Repeat from Left Two handed
6	25 yards	12 rounds Varies	Varies	Standing Move to cover From Right, 3 rounds – 12 seconds Aimed in, 2 rounds – 9 seconds Aimed in, 1 round – 6 seconds Repeat from Left
Score stages 4-6 and grand total				

Note: *All stages begin from snapped-in holster unless otherwise indicated.*

2013 Weapon Qualification
Course of Fire

5-Shot Revolvers

Qualification 2013				
50 total rounds – TQ-19 target				
Stage	**Distance**	**Rounds**	**Time**	**Technique**
1	1-2 yards	5 rounds 2/string	3 sec\string	One-handed Close contact
2	5 yards	10 rounds 3/string	4 seconds per string	Standing 2 rounds center mass Assess 1 round head Untimed reload Two handed
3	7 yards	10 rounds Varies	5 seconds per string Reload 20 seconds	Standing 2 rounds center mass Reload Transfer to support hand Post reload Low ready Non-shooting hand
25 rounds have been fired – score stages 1-3 and change targets				
4	10 yards	5 rounds 3/string	15 sec.	Standing Weapon staged with 1 dummy round 3 rounds and clear failure to fire in 15 seconds Reload and repeat
5	15 yards	10 rounds 2/string	8 sec. 4 sec. 6 sec.	Standing Move to cover From Right, 2 rounds (2x) Transition to other side of cover 1 round Repeat from Left Two handed
6	25 yards	10 rounds Varies	Varies	Standing Move to cover From Right, 3 rounds – 12 seconds Aimed in, 2 rounds – 9 seconds Aimed in Repeat from Left
Score stages 4-6 and grand total				

Note: *All stages begin from snapped-in holster unless otherwise indicated.*

ON-LINE CLASS ENROLLMENT

The Pennsylvania Commission on Crime and Delinquency (PCCD) has made access to the Constables' Information System (CIS) available from the PCCD website. The system security standards have been reviewed by PCCD information technology personnel and other sources. A constable's personal information can be accessed only after the constable has properly identified himself during the process of signing-in to the CIS system.

Constables can enroll for training via the Internet:

A constable can search the training schedule by region and type of training, select a class, and enroll in it online. When a class is full, the system closes that class and only accepts enrollments from the waiting list. A constable is also able to cancel his or her enrollment for one class and enroll in a different class simultaneously. The system will not allow a constable to enroll in more than one class of a particular type at any given time. The system builds class rosters and automatically moves the first person from the waiting list to the class roster when another constable cancels his or her enrollment. It also tracks who has cancelled out of a class.

NAVIGATING THE PCCD WEBSITE

1. Go to: www.pccd.state.pa.us

2. When the PCCD Home Page opens, select the link for "Training/Certification" in the upper right-hand corner of the page.
   (**Do not Login on the PCCD Home Page** for constable information)

3. Then, select the link for "Constables' Education and Training Program."

4. To enroll in a training class, select the link for "Constable Training Calendars and Online Registration." Sign in and follow the prompts as applicable.

5. To access your personal information or to cancel enrollment in a class, select the link for "Constables' Personal Information Viewer." Sign in and follow prompts as applicable.

Paper Registration Instructions for Class Enrollment

Registration with the appropriate regional training delivery contractor is required prior to attending any class. Training is on a first-come, first-served basis. Class space is limited due to the availability of training facilities, and to provide a proper training environment. **Registrations cannot be accepted over the telephone.**

To register, complete a Standard Registration Form and mail or fax it directly to one of the six regional training delivery contractors. **Do not send registration forms to PCCD**.

Any registration questions should be referred to the appropriate regional training delivery contractor. You cannot register for any class by calling or mailing PCCD.

Attendance Policy

A constable who registers for training may **withdraw** from the course without penalty upon timely notification to the director of the school conducting the training. A notification shall be deemed timely, if it is delivered to the director of the school **no later than seven days prior to the start of class.** The school may assess a failing grade for all or part of the training, if the constable fails to provide timely notification or to show good cause. If notification to withdraw is not given or is deemed untimely and good cause is not shown, and the constable wishes to attend another training class, the constable shall **bear financial responsibility for the cost of the additional training class.**

PA Constables' Classroom Code of Conduct

All newly elected or appointed constables and deputy constables must sign off on the PA Constables' Classroom Code of Conduct prior to enrolling into any constable training classes for training year 2013.

If you have attended constable training classes in 2010, 2011, or 2012 you have already signed off on this document and do not need to submit the acknowledgement again.

If you are unsure whether or not you have provided this document:

- Go to the constable page on PCCD's website
- http://www.portal.state.pa.us/portal/server.pt?open=512&objID=5386&&SortOrder=1&level=3&parentid=5282&css=L3&mode=2
- Select the "Constable Personal Information Viewer"
- Enter your information where indicated and select "Sign In"
- Select the link for "Personal Information"
- Scroll down the page until you find the "Activities" section.
- If PCCD has received the document, the date and method of receipt will be noted in this section. You will see "Accepted Code of Conduct" by either "Web", "Mail" or "Fax".

Highlights of the PCCD Website for the Constable User

Please Note: All of the following features are only accessible to registered constables.

Constable Personal Information Viewer: Enter your last name, your Certification Number, and the last four digits of your Social Security Number. You must be registered with PCCD, but do not have to be certified, to sign-in and access information this way. If you do not have a Certification Number, use the Temporary Access Number that was assigned to you after you have provided your election or appointment certificate to PCCD. Once signed-in, you are able to view the following information in the Constables' Information System (CIS): your personal information (address, phone number, term dates, etc.), insurance information, certification information, grades history, and the status of enrollment in any training class. You are encouraged to periodically review your personal data in this area. Select the "Update My Information" link to submit changes to your personal information. PCCD staff reviews any change requests before they are accepted into the CIS.

Constable/Deputy Constable Record Form: When you click on "Update My Information," this screen appears. It allows you to submit changes to your basic information. PCCD staff reviews it in comparison with what is currently in the database and decides whether or not to accept it. If the new information is substantially different from the old, PCCD staff will contact you to verify it.

Insurance Information Page: This allows you to view what insurance information PCCD has in its database, based upon the most recent information PCCD has received from your county Prothonotary or Clerk of Court's office. Note: In the lower left-hand corner is the date and time the PCCD last updated your insurance information.

Current Class Enrollment Page: This screen shows any training that you are currently registered for, regardless of whether you enrolled online or you sent a paper form to the school. If you are currently enrolled in a class, CIS allows you to switch to another class that has a vacancy. Anytime that occurs, the system updates the appropriate class roster and notifies the school of an enrollment transfer. You can also cancel enrollments in this section.

Constables' Training Schedule: This screen allows you to search the entire training schedule, select a class, electronically enroll in it, and receive a confirmation.

For Persons with a Record of a Disability

If special arrangements are required for a person with a record of a disability to participate in any constable training course, the person must contact the training provider (school) at least 20 days prior to the first day of class.

NORTHWEST REGION

Northwest: Armstrong, Butler, Clarion, Crawford, Elk, Erie, Forest, Jefferson, Lawrence, Mercer, McKean, Venango, and Warren Counties

Penn State University, The Eberly Campus

To register by paper, a completed Standard Registration Form must be mailed or faxed to:
Penn State Fayette, The Eberly Campus
Center for Community and Public Safety
Constable Training
Williams Building
2201 University Drive
Lemont Furnace, PA 15456
ATTN: Constable Training
Telephone: (724) 430-4114
FAX: (724) 430-4113 - Primary
(724) 430-4219 – Secondary
(724) 430-4216 - Secondary

Website: www.fe.psu.edu/CE/23258.htm
E-mail: constabletraining@psu.edu

80-HOUR BASIC TRAINING

Mar 1-3, Mar 8-10, Mar 15-17, & Mar 22-24, 2013 **NW01B13**	Penn State Erie The Behrend College Erie, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm

40-HOUR BASIC FIREARMS

May 3-5 & May 17-19, 2013 **NW01F13B**	Gem City Gun Club Erie, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm

20-HOUR CONTINUING EDUCATION

Mar 8-10, 2013 **NW01C13**	Leechburg Senior High School Leechburg, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Mar 22-24, 2013 **NW02C13**	Neshannock High School New Castle, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
April 19-21, 2013 **NW03C13**	Neshannock High School New Castle, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm

April 26-28, 2013 **NW04C13**	Smethport Jr/Sr High School Smethport, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
May 3-5, 2013 **NW05C13**	Brookville Sr High School Brookville, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
May 17-19, 2013 **NW06C13**	Neshannock High School New Castle, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
June 7-9, 2013 **NW07C13**	Slippery Rock University Slippery Rock, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
July 12-14, 2013 **NW08C13**	Slippery Rock University Slippery Rock, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
July 19-21, 2013 **NW09C13**	Penn State The Behrend College Erie, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Aug 2-4, 2013 **NW10C13**	Penn State Erie The Behrend College Erie, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm

20-HOUR ANNUAL FIREARMS

April 12-14, 2013 **NW01F13A**	Gilpin Rifle Range Leechburg, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
April 26-28, 2013 **NW02F13A**	Moraine Sportsmen's Association Slippery Rock, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
May 17-19, 2013 **NW03F13A**	Pardoe Sportsmen's Club Pardoe, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
May 31-June 2, 2013 **NW04F13A**	Gilpin Rifle Range Leechburg, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
June 7-June 9, 2013 **NW05F13A**	Gem City Gun Club Erie, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
June 21-23, 2013 **NW06F13A**	Moraine Sportsmen's Association Slippery Rock, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
July 12-14, 2013 **NW07F13A**	Gem City Gun Club Erie, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm

Aug 23-25, 2013	Pardoe Sportsmen's Club	Fri	6pm – 10pm
NW09F13A	Pardoe, PA	Sat/Sun	8am – 5pm

20-HOUR ADVANCED FIREARMS

Aug 16-18, 2013	Moraine Sportsmen's Association	Fri	6pm – 10pm
NW08F13S	Slippery Rock, PA	Sat/Sun	8am – 5pm

8-HOUR OPTIONAL TRAINING

Oct 5, 2013	Neshannock High School	Sat	8am – 5pm
NW01T13	New Castle, PA		

NORTH CENTRAL REGION

Cameron, Centre, Clearfield, Clinton, Lycoming, Montour, Northumberland, Potter, Snyder, Tioga, and Union Counties

INDIANA UNIVERSITY OF PENNSYLVANIA

To register by paper, a completed Standard Registration Form must be mailed or faxed to:
Indiana University of Pennsylvania
Constable Training Center
R&P Building, Room 30
629 Fisher Ave
Indiana, PA 15705
ATTN: PA Constable Training Unit
Telephone: (724) 549-1929
Telephone: (724) 357-4055 Website: www.iup.edu/crimjustice
FAX: (724) 357-4090 E-mail: mjmarcan@iup.edu

80-HOUR BASIC TRAINING

Feb 8-10, Feb 15-17,	Dunnstown Fire Co	Fri	6pm – 10pm
Feb 22-24, & March 1-3, 2013	Lock Haven, PA	Sat/Sun	8am – 5pm
NC01B13			

40-HOUR BASIC FIREARMS

April 26-28	Keystone Sportsmen Assn.	Fri	6pm – 10pm
&	Muncy, PA	Sat	12pm – 9pm
May 3-5, 2013		Sun	8am – 5pm
NC01F13B			

20-HOUR CONTINUING EDUCATION

April 12-14, 2013	Goodwill Hose Co.	Fri	6pm – 10pm
NC01C13	Lock Haven, PA	Sat/Sun	8am – 5pm
May 17-19, 2013	Goodwill Hose Co	Fri	6pm – 10pm
NC02C13	Lock Haven, PA	Sat/Sun	8am – 5pm
Sept 27-29, 2013	Goodwill Hose Co	Fri	6pm – 10pm
NC03C13	Lock Haven, PA	Sat/Sun	8am – 5pm

20-HOUR ANNUAL FIREARMS

May 31-June 2, 2013 **NC02F13A**	Consolidated Sportsmen of Lycoming County Williamsport, PA	Fri 6pm – 10pm Sat 12pm – 9pm Sun 8am – 5pm
Aug 9-11, 2013 **NC03F13A**	West Branch Sportsmen Assn Kylertown, PA	Fri 6pm – 10pm Sat 12pm – 9pm Sun 8am – 5pm

20-HOUR ADVANCED FIREARMS

Apr 5-7, 2013 **NC01F13S**	Consolidated Sportsmen of Lycoming County Williamsport, PA	Fri 6pm – 10pm Sat 12pm – 9pm Sun 8am – 5pm

8-HOUR OPTIONAL TRAINING

July 20, 2013 **NC01T13**	Centre LifeLink State College, PA	Sat 8am – 5pm

NORTHEAST REGION

Bradford, Carbon, Columbia, Lackawanna, Luzerne, Monroe, Pike, Sullivan, Susquehanna, Wayne, and Wyoming Counties

TEMPLE UNIVERSITY
To register, a completed Standard Registration Form must be mailed or faxed to:

Temple University
Criminal Justice Training Programs
Haines House Room 201
580 Meetinghouse Rd.
Ambler, PA 19002
Attn: Teresa Conley
Telephone: (267) 468-8331 Website: http://www.temple.edu/cjtp/constables.htm
FAX: (267) 468-8660 E-mail: tconley@temple.edu

80-HOUR BASIC TRAINING

March 15-17, March 22-24,	Marywood University	Fri	6pm – 10pm
March 29-31, & April 5-7, 2013	Scranton	Sat/Sun	8am – 5pm
NE01B13			

40-HOUR BASIC FIREARMS

May 3, 4, 5, 2013 &	S.C.I. Waymart	Fri (May 3)	6pm – 10pm
May 11, 12, 2013	Waymart, PA	Sat/Sun (May 4-5)	8am – 5pm
NE01F13B		Sat/Sun (May 11-12)	8am – 7pm

20-HOUR CONTINUING EDUCATION

Feb 22-24, 2013	Marywood University	Fri	6pm – 10pm
NE01C13	Scranton, PA	Sat/Sun	8am – 5pm
April 26-28, 2013	Luzerne Community College	Fri	6pm – 10pm
NE02C13	Nanticoke, PA	Sat/Sun	8am – 5pm
June 21-23, 2013	Marywood University	Fri	6pm – 10pm
NE03C13	Scranton, PA	Sat/Sun	8am – 5pm
July 12-14, 2013	Luzerne Community College	Fri	6pm – 10pm
NE04C13	Nanticoke, PA	Sat/Sun	8am – 5pm

Aug 23-25, 2013 **NE05C13**	Marywood University Scranton, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Sept 27-29, 2013 **NE06C13**	Luzerne Community College Nanticoke, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Oct 18-20, 2013 **NE07C13**	Marywood University Scranton	Fri Sat/Sun	6pm – 10pm 8am – 5pm

20-HOUR ANNUAL FIREARMS

Feb 22-24, 2013 **NE01F13A**	S.C.I. Waymart Waymart, PA	Fri Sat Sun	6pm – 10pm 9am – 6pm 8am – 5pm
Apr 12-14, 2013 **NE02F13A**	Silver Brook Rod & Gun Club McAdoo, PA	Fri Sat Sun	6pm – 10pm 1pm – 10pm 8am – 4pm
June 7-9, 2013 **NE03F13A**	S.C.I. Waymart Waymart, PA	Fri Sat Sun	6pm – 10pm 1pm – 10pm 8am – 5pm
July 20-21, 2013 **NE04F13A**	Silver Brook Rod & Gun Club McAdoo, PA	Sat Sun	12pm – 10pm 8am – 7pm
Aug 9-11, 2013 **NE05F13A**	S.C.I. Waymart Waymart, PA	Fri Sat Sun	6pm – 10pm 1pm – 10pm 8am – 5pm
Aug 17-18, 2013 **NE06F13A**	Silver Brook Rod & Gun Club McAdoo, PA	Sat Sun	12pm – 10pm 8am – 7pm
Oct 25 -27, 2013 **NE07F13A**	Silver Brook Rod & Gun Club McAdoo, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm

8-HOUR OPTIONAL TRAINING

March 30, 2013 **NE01T13**	Marywood University Scranton, PA	Sat	8am – 5pm

SOUTHWEST REGION

Allegheny, Beaver, Cambria, Greene, Fayette, Indiana, Somerset, Washington, and Westmoreland Counties

Penn State University, The Eberly Campus

To register by paper, a completed Standard Registration Form must be mailed or faxed to:
Penn State Fayette, The Eberly Campus
Center for Community and Public Safety
Constable Training
Williams Building
2201 University Drive
Lemont Furnace, PA 15456
ATTN: Constable Training
Telephone: (724) 430-4114
FAX: (724) 430-4113 - Primary
(724) 430-4219 – Secondary
(724) 430-4216 - Secondary

Website: www.fe.psu.edu/CE/23258.htm
E-mail: constabletraining@psu.edu

80-HOUR BASIC TRAINING

March 1-3, March 8-10, March 15-17, & March 22-24, 2013 **SW01B13**	McKeesport Area Sr High School McKeesport, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
June 7-9, June 14-16, June 21-23, & June 28-30, 2013 **SW02B13**	McKeesport Area Sr High School McKeesport, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm

40-HOUR BASIC FIREARMS

April 19-21 & April 26-28, 2013 **SW01F13B**	Twin Rivers COG Elizabeth Township, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Aug 2-4 & Aug 9-11, 2013 **SW02F13B**	Twin Rivers COG Elizabeth Township, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm

20-HOUR CONTINUING EDUCATION

March 1-3, 2013 **SW01C13**	Westmoreland Co Community Col Youngwood, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm

March 22-24, 2013 **SW02C13**	Trinity High School Washington, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
April 5-7, 2013 **SW03C13**	McKeesport Area Sr High School McKeesport, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
April 12-14, 2013 **SW04C13**	McKeesport Area Sr High School McKeesport, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
April 19-21, 2013 **SW05C13**	McKeesport Area Sr High School McKeesport, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
April 26-28, 2013 **SW06C13**	McKeesport Area Sr High School McKeesport, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
May 3-5, 2013 **SW07C13**	McKeesport Area Sr High School McKeesport, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
May 17-19, 2013 **SW08C13**	McKeesport Area Sr High School McKeesport, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
May 17-19, 2013 **SW09C13**	Westmoreland Co Community Col Youngwood, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
May 31-June 2, 2013 **SW10C13**	Trinity High School Washington, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
June 7-9, 2013 **SW11C13**	Johnstown Vocational Tech School Johnstown, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
June 21-23, 2013 **SW12C13**	Penn State Fayette The Eberly Campus Lemont Furnace, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
July 12-14, 2013 **SW13C13**	Johnstown Vocational Tech School Johnstown, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
July 19-21, 2013 **SW14C13**	Penn State Fayette The Eberly Campus Lemont Furnace, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Aug 2-4, 2013 **SW15C13**	Penn State Fayette The Eberly Campus Lemont Furnace, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm

Aug 9-11, 2013 **SW16C13**	Penn State Fayette The Eberly Campus Lemont Furnace, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Sept 6-8, 2013 **SW17C13**	McKeesport Area Sr High School McKeesport, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm

20-HOUR ANNUAL FIREARMS

April 5-7, 2013 **SW01F13A**	South Connellsville Rod & Gun Connellsville, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
April 12-14, 2013 **SW02F13A**	Longbranch Sportsmen's Club Longbranch, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
April 19-21, 2013 **SW03F13A**	Bri Kar Range Hollsopple, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
April 26-28, 2013 **SW04F13A**	South Connellsville Rod & Gun Connellsville, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
May 3-5 2013 **SW05F13A**	South Connellsville Rod & Gun Connellsville, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
May 10-12, 2013 **SW06F13A**	Twin Rivers COG Range Elizabeth Township, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
May 17-19, 2013 **SW07F13A**	Longbranch Sportsmen's Club Longbranch, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
June 7-9, 2013 **SW08F13A**	Twin Rivers COG Range Elizabeth Township, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
June 21-23, 2013 **SW10F13A**	Bri Kar Range Hollsopple, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
June 21-23, 2013 **SW11F13A**	South Connellsville Rod & Gun Connellsville, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
June 28-20, 2013 **SW12F13A**	Twin Rivers COG Range Elizabeth Township, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
July 5-7, 2013 **SW13F13A**	South Connellsville Rod & Gun Connellsville, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm

July 12-14, 2013 **SW14F13A**	Twin Rivers COG Range Elizabeth Township, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
July 26-28, 2013 **SW15F13A**	Twin Rivers COG Range Elizabeth Township, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Aug 16-18, 2013 **SW16F13A**	Twin Rivers COG Range Elizabeth Township, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Aug 23-25, 2013 **SW17F13A**	Westmoreland Co Community Col Public Safety Center Smithton, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Sept 6-8, 2013 **SW18F13A**	Twin Rivers COG Range Elizabeth Township, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Sept 27-29, 2013 **SW19F13A**	Twin Rivers COG Range Elizabeth Township, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Oct 18-20, 2013 **SW20F13A**	Westmoreland Co Community Col Public Safety Center Smithton, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm

20-HOUR ADVANCED FIREARMS

June 14-16, 2013 **SW09F13S**	Twin Rivers COG Range Elizabeth Township, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm

8-HOUR OPTIONAL TRAINING

Sept 22, 2013 **SW01T13**	McKeesport Area Sr High School McKeesport, PA	Sun	8am – 5pm

SOUTH CENTRAL REGION

Adams, Bedford, Blair, Cumberland, Dauphin, Franklin, Fulton, Huntingdon, Juniata, Lebanon, Lancaster, Mifflin, Perry, Schuylkill, and York Counties

INDIANA UNIVERSITY OF PENNSYLVANIA

To register by paper, a completed Standard Registration Form must be mailed or faxed to:
Indiana University of Pennsylvania
Constable Training Center
R&P Building, Room 30
629 Fisher Ave
Indiana, PA 15705
ATTN: PA Constable Training Unit
Telephone: (724) 549-1929
Telephone: (724) 357-4055 Website: www.iup.edu/crimjustice
FAX: (724) 357-4090 E-mail: mjmarcan@iup.edu

80-HOUR BASIC TRAINING

Jan 18-20, Jan 25-27, Feb 1-3, & Feb 8-10, 2013 **SC01B13**	YTI Career Institute Mechanicsburg, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
July 12-14, July 19-21, July 26-28, & Aug 2-4, 2013 **SC02B13**	Dixon University Center Harrisburg, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm

40-HOUR BASIC FIREARMS

April 5-7 & April 12-14, 2013 **SC01F13B**	Palmyra Sportsmen's Assoc Annville, PA	Fri Sat Sun	6pm – 10pm 12pm – 9pm 8am – 5pm
Sept 6-8, & Sept 13-15, 2013 **SC02F13B**	Palmyra Sportsmen's Assoc Annville, PA	Fri Sat Sun	6pm – 10pm 12pm – 9pm 8am – 5pm

20-HOUR CONTINUING EDUCATION

Jan 25-27, 2013 **SC01C13**	Lancaster County Public Safety Center Lancaster, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Feb 15-17, 2013 **SC02C13**	State Fire Academy Lewistown, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm

Feb 22-24, 2013 **SC03C13**	Lancaster County Public Safety Center Lancaster, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
March 8-10, 2013 **SC04C13**	Gettysburg College Gettysburg, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
March 21 & March 23-24, 2013 **SC05C13**	Excelsior Fire Company Bellwood, PA	Thu Sat/Sun	6pm – 10pm 8am – 5pm
Apr 26-28, 2013 **SC06C13**	Dixon University Center Harrisburg, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
May 2 & May 4-5, 2013 **SC07C13**	York County Control Center York, PA	Thurs Sat/Sun	6pm – 10pm 8am – 5pm
July 19-21, 2013 **SC08C13**	Shippensburg University Shippensburg, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Aug 16-18, 2013 **SC09C13**	Lebanon County Career & Tech Center Lebanon, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Sept 13-15, 2013 **SC10C13**	Dixon University Center Harrisburg, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Sept 20-22, 2013 **SC11C13**	YTI Career Institute Mechanicsburg, PA	Fri Sat/Sun	6am – 10pm 8am – 5pm
Oct 25-27, 2013 **SC12C13**	Dixon University Center Harrisburg, PA	Fri Sat/Sun	6am – 10pm 8am – 5pm

20-HOUR ANNUAL FIREARMS

April 19-21, 2013 **SC02F13A**	Hollidaysburg Sportsmen's Club Hollidaysburg, PA	Fri Sat Sun	6pm – 10pm 12pm – 9pm 8am – 5pm
May 16 & May18-19, 2013 **SC04F13A**	York County Control York FOP Range York, PA	Thu Sat Sun	6pm – 10pm 12pm – 9pm 8am – 5pm
May 31-June 2, 2013 **SC05F13A**	Palmyra Sportsmen's Assoc Annville, PA	Fri Sat Sun	6pm – 10pm 12pm – 9pm 8am – 5pm

June 7-9, 2013 **SC06F13A**	Adams County Sport Handgunners Association Gardners, PA	Fri Sat Sun	6pm – 10pm 12pm – 9pm 8am – 5pm
June 21-23, 2013 **SC07F13A**	Palmyra Sportsmen's Assoc Annville, PA	Fri Sat Sun	6pm – 10pm 12pm – 9pm 8am – 5pm
June 28-30, 2013 **SC08F13A**	Palmyra Sportsmen's Assoc Annville, PA	Fri Sat Sun	6pm – 10pm 12pm – 9pm 8am – 5pm
July 26-28, 2013 **SC09F13A**	Palmyra Sportsmen's Assoc Annville, PA	Fri Sat Sun	6pm – 10pm 12pm – 9pm 8am – 5pm
Aug 23-25, 2013 **SC10F13A**	Palmyra Sportsmen's Assoc Annville, PA	Fri Sat Sun	6pm – 10pm 12pm – 9pm 8am – 5pm
Oct 4-6, 2013 **SC11F13A**	Palmyra Sportsmen's Assoc Annville, PA	Fri Sat Sun	6pm – 10pm 12pm – 9pm 8am – 5pm
Oct 18-20, 2013 **SC12F13A**	Palmyra Sportsmen's Assoc Annville, PA	Fri Sat Sun	6pm – 10pm 12pm – 9pm 8am – 5pm

20-HOUR ADVANCED FIREARMS

April 12-14, 2013 **SC01F13S**	Adams County Sport Handgunners Association Gardners, PA	Fri Sat Sun	6pm – 10pm 12pm – 9pm 8am – 5pm
May 3-5, 2013 **SC03F13S**	Palmyra Sportsmen's Assoc Annville, PA	Fri Sat Sun	6pm – 10m 12pm – 9pm 8am – 5pm

8-HOUR OPTIONAL TRAINING

July 27, 2013 **SC01T13**	Dixon University Center Harrisburg, PA	Sat	8am – 5pm

SOUTHEAST REGION

Berks, Bucks, Chester, Delaware, Lehigh, Montgomery, and Northampton Counties

TEMPLE UNIVERSITY

To register, a completed Standard Registration Form must be mailed or Faxed to:
Temple University
Criminal Justice Training Programs
Haines House Room 201
580 Meetinghouse Rd.
Ambler, PA 19002
Attn: Teresa Conley
Telephone: (267) 468-8331 Website: http://www.temple.edu/cjtp/constables.htm
FAX: (267) 468-8660 E-mail: tconley@temple.edu

80-HOUR BASIC TRAINING

March 4-8, 2013 March 11-15, 2013 **SE01B13**	Temple Fort Washington, PA	Mon-Fri	8am – 5pm
June 10-14, 2013 June 17-21, 2013 **SE02B13**	Temple Fort Washington, PA	Mon-Fri Mon-Fri	8am – 5pm 8am – 5pm

40-HOUR BASIC FIREARMS

April 26-28, 2013 May 4-5, 2013 **SE01F13B**	DELCO Sharon Hill, PA	Fri Sat/Sun Sat 4th Sun 5th	6pm – 10pm 8am – 5pm 8am – 7pm 8am – 7pm
July 12-14, 2013 July 20-21, 2013 **SE02F13B**	Hellertown Sportsmen's Assoc Hellertown, PA	Fri Sat/Sun Sat 20th Sun 21st	6pm – 10pm 8am – 5pm 8am – 7pm 8am – 7pm

20-HOUR CONTINUING EDUCATION

Feb 8-10, 2013 **SE01C13**	Goodwill Fire Company Pottstown, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Feb 17-18, 2013 **SE02C13**	DELCO Sharon Hill, PA	Sun Mon	8am – 7pm 8am – 7pm
March 22-24, 2013 **SE03C13**	Lehigh Valley Hospital Allentown, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm

Apr 12-14, 2013 **SE04C13**	Goodwill Fire Company Pottstown, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Apr 26-28, 2013 **SE05C13**	Temple Fort Washington, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
May 10-12, 2013 **SE06C13**	Penn State Berks Perkins Student Center Reading, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
May 17-19, 2013 **SE07C13**	Chester Co Gov't Services Center West Chester, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
May 31, June 1-2, 2013 **SE08C13**	Goodwill Fire Company Pottstown, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
July 19-21, 2013 **SE09C13**	Goodwill Fire Company Pottstown, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Aug 2-4, 2013 **SE10C13**	Temple Fort Washington, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Aug 9-11, 2013 **SE11C13**	Penn State Berks Perkins Student Center Reading, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Aug 16-18, 2013 **SE12C13**	DELCO Sharon Hill, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Sept 6-8, 2013 **SE13C13**	Chester Co Gov't Services Center West Chester, PA	Fri Sat Sun	6pm – 10pm 8am – 5pm 8am – 5pm
Sept 13-15, 2013 **SE14C13**	Goodwill Fire Company Pottstown, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Sept 20-22, 2013 **SE15C13**	Temple Fort Washington, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Oct 11-13, 2013 **SE16C13**	Chester Co Gov't Services Center West Chester, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm
Oct 25-27, 2013 **SE17C13**	Lehigh Valley Hospital Allentown, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm

20-HOUR ANNUAL FIREARMS

Jan 25-27, 2013 **SE01F13A**	Hellertown Sportsmen's Assoc Hellertown, PA	Fri Sat/Sun	6pm – 10pm 8am – 5pm

March 24-25, 2013 **SE03F13A**	Ready Aim Fire (RAF) Bristol Bristol, PA	Sun Mon	12pm – 10pm 8am – 7pm
Apr 20-21, 2013 **SE05F13A**	DELCO Sharon Hill, PA	Sat Sun	8am – 7pm 8am – 7pm
June 7-9, 2013 **SE06F13A**	Cumru Township Range Birdsboro, PA	Fri Sat Sun	6pm – 10pm 1pm – 10pm 8am – 5pm
June 23-24, 2013 **SE07F13A**	Ready Aim Fire (RAF) Bristol Bristol, PA	Sun Mon	8am – 7pm 8am – 7pm
June 29-30, 2013 **SE08F13A**	Hellertown Sportsmen's Assoc Hellertown, PA	Sat Sun	8am – 7pm 8am – 7pm
July 13-14, 2013 **SE09F13A**	DELCO Sharon Hill, PA	Sat Sun	8am – 7pm 8am – 7pm
Aug 2-4, 2013 **SE10F13A**	Cumru Township Range Birdsboro, PA	Fri Sat Sun	6pm – 10pm 1pm – 10pm 8am – 5pm
Aug 10-11, 2013 **SE11F13A**	DELCO Sharon Hill, PA	Sat Sun	8am – 7pm 8am – 7pm
Sept 14-15, 2013 **SE12F13A**	Cumru Township Range Birdsboro, PA	Sat Sun	8am – 7pm 8am – 7pm
Oct 5-6, 2013 **SE13F13A**	DELCO Sharon Hill, PA	Sat Sun	8am – 7pm 8am – 7pm

20-HOUR ADVANCED FIREARMS

Feb 23-24, 2013 **SE02F13S**	Hellertown Sportsmen's Assoc Hellertown, PA	Sat Sun	7am – 6pm 8am – 7pm
Apr 6-7, 2013 **SE04F13S**	DELCO Sharon Hill, PA	Sat Sun	8am – 7pm 8am – 7pm

8-HOUR OPTIONAL TRAINING

March 9, 2013 **SE01T13**	Temple-Ambler	Sat	8am – 5pm

PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
CONSTABLES' EDUCATION AND TRAINING BOARD

Training Enrollment Form
80-HOUR BASIC TRAINING

PLEASE NOTE: To insure proper filling-out of this form on line, use the Tab key to advance to the next line or block. Separate month, day, and year, when entering dates. Print completed form, sign and date it, and FAX or MAIL DIRECTLY to the APPROPRIATE TRAINING DELIVERY CONTRACTOR. DO NOT SEND OR FAX TO PCCD.

80-Hour Basic Training

FIRST CHOICE CLASS ID NUMBER: | | | | | | | |

LOCATION: _____

SECOND CHOICE CLASS ID NUMBER: | | | | | | | |

LOCATION: _____

NAME: _____
Last First MI

MAILING ADDRESS: _____

_____

COUNTY: _____ **DATE OF BIRTH:** _____

BUSINESS TELEPHONE: _____

BUSINESS FAX NUMBER: _____

EMAIL ADDRESS: _____

APPLICANT'S UNDERSTANDING AND SIGNATURE

By signing my name below, I am stating that the information given on this registration form is true and correct to the best of my knowledge.

_____ _____
Signature of Applicant **Date**

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PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
CONSTABLES' EDUCATION AND TRAINING BOARD

Training Enrollment Form
20-HOUR CONTINUING EDUCATION

PLEASE NOTE: To insure proper filling-out of this form on line, use the Tab key to advance to the next line or block. Separate month, day, and year, when entering dates. Print completed form, sign and date it, and FAX or MAIL DIRECTLY to the APPROPRIATE TRAINING DELIVERY CONTRACTOR. DO NOT SEND OR FAX TO PCCD.

20-HOUR CONTINUING EDUCATION

FIRST CHOICE CLASS ID NUMBER: | | | | | | | |

LOCATION: _____

SECOND CHOICE CLASS ID NUMBER: | | | | | | | |

LOCATION: _____

NAME: _____
Last First MI

CERTIFICATION NUMBER: | | | | | | | |

MAILING ADDRESS: _____

BUSINESS TELEPHONE: _____

BUSINESS FAX NUMBER: _____

EMAIL ADDRESS: _____

APPLICANT'S UNDERSTANDING AND SIGNATURE

I am, as of this date, an active Constable or Deputy Constable and eligible to take this training. Further, I will inform the training school of any changes in my status as a constable or deputy constable that may occur between now and the conclusion of the training program for which I am now registering. By signing my name below, I am stating that the information given on this registration form and the above affirmation is true and correct to the best of my knowledge.

Signature of Applicant **Date**

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CONSTABLES' EDUCATION AND TRAINING BOARD

Training Enrollment Form
FIREARMS TRAINING

Please Note: Print completed form, sign and date it, and FAX or mail directly to the appropriate training delivery contractor. Do not send or fax to PCCD. If you have never successfully completed Act 49 Basic Firearms Training, you must enroll in the 40-hour Basic Firearms Training.

40-HOUR BASIC FIREARMS TRAINING (Class ID ends in "B")

FIRST CHOICE CLASS ID NUMBER: | | | | | | | | **B**

LOCATION: _____

SECOND CHOICE CLASS ID NUMBER: | | | | | | | | **B**

LOCATION: _____

20-HOUR ANNUAL FIREARMS TRAINING (Class ID ends in "A")

FIRST CHOICE CLASS ID NUMBER: | | | | | | | | **A**

LOCATION: _____

SECOND CHOICE CLASS ID NUMBER: | | | | | | | | **A**

LOCATION: _____

20-HOUR ADVANCED FIREARMS TRAINING (Class ID ends in "S")

FIRST CHOICE CLASS ID NUMBER: | | | | | | | | **S**

LOCATION: _____

SECOND CHOICE CLASS ID NUMBER: | | | | | | | | **S**

LOCATION: _____

NAME: _____
Last First MI

Certification Number: | | | | | | | |

MAILING ADDRESS: _____

Business Telephone: _____

Business Fax Number: _____
Email Address: _____

PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
CONSTABLES' EDUCATION AND TRAINING BOARD

Handgun Registration
for
FIREARMS TRAINING

Please provide the following information for your Weapon 1 that you will use to practice and qualify with at the training session for which you have registered. This must be the weapon that you will generally carry when you are conducting your duties as a Constable. You may also provide this information for Weapon 2. This is entirely optional. You must provide a properly fitting, secure holster for every firearm you use and you must provide factory new ammunition for each attempt at qualification.

	WEAPON 1	**WEAPON 2**
Make (Brand)		
Caliber		
Serial Number		
Model (Name or Number)		
Semi-Auto/Revolver		

APPLICANT'S UNDERSTANDING AND SIGNATURE

I am, as of this date, a Certified Constable or Deputy Constable and eligible to take this training. Further, I will inform the training school of any changes in my status as a constable or deputy constable that may occur between now and the conclusion of the training program for which I am now registering. By signing my name below, I am stating that the information given on this registration form and the above affirmation is true and correct to the best of my knowledge.

Signature of Applicant	**Date**

PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
CONSTABLES' EDUCATION AND TRAINING BOARD

Training Enrollment Form
OPTIONAL TRAINING

PLEASE NOTE: To insure proper filling-out of this form on line, use the Tab key to advance to the next line or block. Separate month, day, and year, when entering dates. Print completed form, sign and date it, and FAX or MAIL DIRECTLY to the APPROPRIATE TRAINING DELIVERY CONTRACTOR. DO NOT SEND OR FAX TO PCCD.

OPTIONAL TRAINING

FIRST CHOICE CLASS ID NUMBER: | | | | | | | |

LOCATION: _____

SECOND CHOICE CLASS ID NUMBER: | | | | | | | |

LOCATION: _____

NAME: _____
Last First MI

CERTIFICATION NUMBER: | | | | | | | |

MAILING ADDRESS: _____

BUSINESS TELEPHONE: _____

BUSINESS FAX NUMBER: _____

EMAIL ADDRESS: _____

APPLICANT'S UNDERSTANDING AND SIGNATURE

I am, as of this date, a Certified Constable or Deputy Constable and eligible to take this training. Further, I will inform the training school of any changes in my status as a Constable or Deputy Constable that may occur between now and the conclusion of the training program for which I am now registering. By signing my name below, I am stating that the information given on this registration form and the above affirmation is true and correct to the best of my knowledge.

Signature of Applicant **Date**

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PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
CONSTABLES' EDUCATION AND TRAINING BOARD

Enrollment Transfer Form

ACT 49 CONSTABLES TRAINING COURSES

PLEASE NOTE: To insure proper filling-out of this form on line, use the Tab key to advance to the next line or block. Separate month, day, and year, when entering dates. Print completed form, sign and date it, and FAX or MAIL DIRECTLY to the APPROPRIATE TRAINING DELIVERY CONTRACTOR. DO NOT SEND OR FAX TO PCCD.

TRAINING CLASS TYPE: _____
(i.e. Basic, Continuing Education, Firearms (Basic, Annual or Advanced) or Optional)

CURRENT ENROLLMENT CLASS ID NUMBER: | | | | | | | |

LOCATION: _____

TRANSFER ENROLLMENT TO CLASS ID NUMBER: | | | | | | | |

LOCATION: _____

NAME: _____
Last First MI

CERTIFICATION NUMBER: | | | | | | | |

COUNTY: _____

MAILING ADDRESS: _____

_____

BUSINESS TELEPHONE: _____

BUSINESS FAX NUMBER: _____

EMAIL ADDRESS: _____

APPLICANT'S UNDERSTANDING AND SIGNATURE

I am, as of this date, an active Constable or Deputy Constable and eligible to take this training. Further, I will inform the training school of any changes in my status as a Constable or Deputy Constable that may occur between now and the conclusion of the training program for which I am now registering. By signing my name below, I am stating that the information given on this registration form and the above affirmation is true and correct to the best of my knowledge.

Signature of Applicant **Date**