



South Carolina Criminal Justice Academy

July 31, 2018

Agency Heads
South Carolina Law Enforcement

RE: Training review for SCDC Class 2 and Out-of-state detention officers.

Dear Agency Head:

On July 25, 2018, the South Carolina Law Enforcement Training Council voted to allow the South Carolina Criminal Justice Academy to conduct training reviews on current employees of the South Carolina Department of Corrections and out-of-state detention officers who want to become Class 2 local detention officers.

To begin the process, the agency must submit a Training Review Form along with:

1. Certificate of Completion (Basic Corrections or Detention Training Course or Federal Training Course);
2. Curriculum/Syllabus showing hours and topics of training;
3. Indication that a POST letter has been requested from the out-of-state POST agency. In addition to the POST agency, if the candidate is still employed, also send a POST letter to the current employer; and
4. Indication that a Letter of Good Standing has been requested for Federal/Military candidates

If the training review is favorable, the candidate for Class 2 local detention officer certification would need to complete the "Legal" and "Juvenile" classes and pass a written test on those subjects.

If you have any questions regarding the new Training Review, please feel free to contact the Certification and Compliance Manager, Jeff Finch 803-896-7805.

Sincerely,

Lewis J. Swindler, Jr.
Director