**Board of Trustees**

**MAINE CRIMINAL JUSTICEACADEMY**

**WAIVER OF THE LAW ENFORCEMENT PRESERVICE PROGRAM**

**Specification S-23**

To establish the requirements for a Board of Trustee’s waiver of the Law Enforcement Preservice Program for law enforcement officers who have successfully completed training in another state or a United States government agency’s full-time Basic Law Enforcement Training Program.

**Requirements:**

1. The applicant has received a conditional offer of employment as a part-time law enforcement officer in the State of Maine.

B. The applicant has met the Entrance Standards in Chapter 3 for admission to the Law Enforcement Preservice Program (LEPS), including the following:

1. MCJA Background form upon application.

2. MCJA Firearms Qualification form upon application.

3. MCJA Phase I On-line Course upon application.

4. Successful completion of the MCJA Law Enforcement Preservice Phase I Exam.

5. Successful completion of the MCJA Part-time Law Enforcement Certification Exam upon application, and:

6. Maine Mandatory Law Enforcement In-service Training for the 2 previous years.

1. The applicant has met the Entrance Standards delineated in Chapter 3 for admission to the Law Enforcement Preservice Program, except the following:
2. Alert Test.
3. Medical Certificate.
4. Physical Fitness Standards.
5. The applicant has successfully completed a full-time Basic Law Enforcement Academy from another state, federal or United States military law enforcement academy.

1. The analysis shall be conducted by academy staff on the applicant’s equivalent entry level law enforcement training program and a recommendation can only be made to the Board if the required training hours and testing, as required by this Specification have been met.
2. Once the LEPS waiver process is completed with all requirements met and a MCJA Notice of Employment has been received, a provisional certificate as a part-time law enforcement officer will be issued, however the officer must complete 80 hours of supervised training (LEPS Phase III) within the first 12 months of employment.
3. At the next available Board meeting, the waiver recommendation will be presented. Other reasonable recommendations can be made such as: the successful completion of the Maine hiring law enforcement agencies Field Training Program, if the applicant has less than 2 years of full-time law enforcement experience.

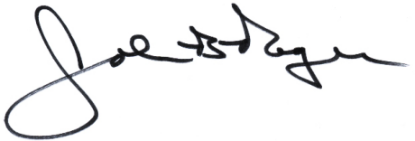
**Procedures:**

1. The law enforcement agency having made a conditional offer of employment to the applicant shall apply for the part-time waiver on approved forms and is responsible for submitting to the Director all required and requested documentation, including:
2. Transcripts from the full-time Basic Law Enforcement Training Academy the applicant attended.
3. MCJA Background Form.
4. MCJA Firearms Qualification Form.
5. Documentation of the completion of the Phase I Program.
6. Documentation of a passing score on the MCJA Law Enforcement Preservice Phase I Program Exam.
7. Documentation of a passing score on the MCJA Law Enforcement Preservice Certification Exam.
8. Documentation of the completion of the Maine Mandatory In-service Training for the 2 previous years.
9. If the officer meets all requirements set forth in this Specification, the applicant can be hired and then a provisional certificate of eligibility will be issued as a part-time law enforcement officer once the academy received the MCJA Notice of Employment. The officer will be restricted to working no more than 1040 hours as a part-time law enforcement officer, unless employed as a Capitol Police Officer or as a Judicial Marshal.
10. At the next available Board meeting, the waiver recommendation will be presented. Other reasonable conditions can be made such as: the successful completion of the Maine hiring law enforcement agencies Field Training Program, if the applicant has less than 2 years of full-time law enforcement experience.
11. Once the Academy received the documentation of the Phase III completion, the officer will be issued a part-time law enforcement certificate of eligibility.

Adopted: 07/12/2013

Amended: 11/08/2019

Review Date: 11/08/2022

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John B. Rogers, Director Brian R. Pellerin, Chair

Maine Criminal Justice Academy MCJA Board of Trustees