



Tri-County Technical College
Public Services Department
Criminal Justice Program

*South Carolina Criminal Justice Academy and Portfolio Credit
General Evaluation Guidelines*

Purpose: Law enforcement training is required of all police officers by South Carolina law. The training required involves patrol procedures, defensive tactics, case law, courtroom procedures, and associated legal principles. Police officers attend the SC Criminal Justice Academy (SCCJA) for Basic Law Enforcement, Basic Jail, and a host of other advanced courses throughout their career. The training they receive is both beneficial and due consideration of college credit through the portfolio process. Criminal Justice Faculty uses this guideline to evaluate officers documented training for credit awards. Training received by providers other than SCCJA will be evaluated on a case-by-case basis. **Portfolio credit is capped at 15 credit hours.**

Training Classes: The classes below represent the most common study areas completed by full-time police officers and corrections officers at the South Carolina Criminal Justice Academy. These training courses may be considered for college credit when they align with courses being taught at Tri-County Technical College. Keep in mind that there is some variation in the number of hours from class to class.

Basic Law Enforcement (BLE)	330-370 hrs	CRJ 101, CRJ 116, CRJ 110
Basic Jail Course	80-120 hrs	CRJ 242
Basic Fingerprinting	36-40 hrs	CRJ 201
Detective Level I	36-45 hrs	CRJ 230
Core/Legal Update	6 hrs/year	CRJ 246, CRJ130, or CRJ 145

Please complete the following process:

1. Enroll in the college as a **Criminal Justice Technology degree** student.
2. Obtain an official SCCJA Transcript (Contact SCCJA directly).
3. Provide copies of your training certificates for all courses you wish to have considered for credit evaluation.
3. Obtain official documentation from your Chief, Sheriff or designee certifying current employment with a South Carolina law enforcement agency.
4. Prepare a letter identifying your motivation for pursuing a degree, benefits to your current assignment or long-term goals, and a brief auto-biography.
5. Submit this package to the Criminal Justice Department.