



VIRGINIA COMMONWEALTH UNIVERSITY

VCU L. Douglas Wilder School of Government and Public Affairs

Summer Basic Jailor Academy

The Henrico County Sheriff's Office, in collaboration with the L. Douglas Wilder School of Government and Public Affairs at Virginia Commonwealth University, will offer students the opportunity to attend a Summer Basic Jailor Academy. The academy allows students to earn college credits while simultaneously earning certification as a Jailor/Sheriff Deputy through the Department of Criminal Justice Services. Upon successful completion of the program, graduates will be eligible for part-time employment in Henrico's Sheriff's offices.

Students have the option to register in CRJS 406, "Issues in Short Term Detention" and GVPA 493 Government and Public Affairs Internship and are expected to attend the academy which will take place from **June through August**. Outside of tuition for the optional CRJS 406 and GVPA 493 courses, there is no additional financial obligation for participation. The Henrico County Student Basic Jailor Academy will be held in Henrico County at the Henrico Public Safety Training Center located at 4301 E Parham Road, Henrico VA 23228.

Eligibility

- Rising junior or senior-level students who are currently enrolled at VCU
- Students should have a minimum GPA of 2.5 and be in good academic standing
- Completion of CRJS 181, "Introduction to Criminal Justice" and CRJS 253, "Introduction to Corrections," is required
- Preference will be given to students with declared majors in Criminal Justice
- Students must be at least 18 years of age, be a US citizen and should pass a criminal history records check

Application Process

Step 1: Rising junior or senior-level students currently enrolled at VCU should complete an initial interest application form (see below) and return the form to the Office of Student Success (1001 W. Franklin St. room 1002).

Step 2: The Office of Student Success (OSS) will review all students' initial applications for eligibility on the basis of junior/senior level status, academic performance, major and GPA. Applications are accepted on a first-come, first-serve basis. Preference will be given to students majoring in Criminal Justice.

Step 3: Once OSS have approved the list of students who have met the academic criteria outlined above, the list of candidates for Henrico County Sheriff's Academy will be forwarded to the Sheriff's Office for the next steps in the screening process, which include a background check, criminal records check, polygraph and physical exam. The Henrico County Sheriff's Office is responsible for these steps. Successful candidates will be offered a place in Henrico County's Summer Basic Jailor Academy.

Step 4: Once officially accepted into the Summer Academy, students have the option to register for CRJS 406 which is taught fully online. Students may also choose to register for an additional 3-6 GVPA internship credits (visit the Wilder School internship page for more information).

STUDENT INTEREST FORM

Last Name: _____ First Name: _____ MI: _____

VCU v-number: _____ Social Security Number: _____

Date of Birth: _____ Current Age: _____

Street Address (current): _____

VCU email address: _____ Best Phone Number to Reach You: _____

Are you a U.S. citizen? YES NO

Are you a criminal justice major? YES NO

What is your current year (by credits earned) at VCU? Check one:

FRESHMAN

SOPHOMORE

JUNIOR

SENIOR

What is your overall GPA? _____ **What is your Criminal Justice GPA?** _____

Have you taken CRJS 253 (Introduction to Corrections)? YES NO

Please list the other criminal justice courses you have taken:

Please briefly describe how participating the Student Basic Jailor Academy might assist you in your career plans (attach a separate page if necessary):

Thank you for your interest in the Summer Student Basic Jailor Academy!