

**Appendix B**  
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**Articulation Coordinating Committee**  
**Policy Regarding the Evaluation and Awarding of Postsecondary Credit**  
**for Law Enforcement Training: Process Overview**

**Section 1.0: Introduction**

Developed by the Statewide Workgroup for Law Enforcement Training and adopted by the Articulation Coordinating Committee (ACC), this policy regarding the awarding of postsecondary credit or clock hours for law enforcement and corrections training in Florida is in accordance with section (s.) 1004.0981, Florida Statutes (F.S.), and is intended for adoption by the State University System of Florida Board of Governors (BOG) and the Florida State Board of Education (SBOE). Informed by state statute and the rules and regulations of the two higher education governing boards, this document establishes a statewide process for prioritizing and determining postsecondary course equivalencies and the minimum postsecondary credit or career education clock hours that must be awarded for law enforcement training and experience. Upon approval by BOG and SBOE, the ACC will implement this process to facilitate the review of law enforcement training and experience and will approve a prioritized list of course equivalencies within one year, which will be updated annually.

**Section 2.0: Procedures for the Development of the Credit for Law Enforcement Experience Equivalency List**

To implement the provisions of s. 1004.0981, F.S., a list of postsecondary course equivalencies (hereafter referred to as the Credit for Law Enforcement Training Equivalency List) will be established to provide consistent statewide award of credit. This list will be published by the Office of Articulation and approved by the Board of Governors and State Board of Education annually. The following process, as adopted by the ACC, will be used to establish and annually update the list.

<b>Phase One: Initial Course Review to Establish the Credit for Law Enforcement Training Equivalency List</b>	
Step 1 – Identify potential training courses for evaluation	The Office of Articulation will obtain post-basic training course information from the Criminal Justice Standards and Training Commission (CJSTC), including the course numbers, titles, and course content. Because the CJSTC trainings are offered statewide and use a standard curriculum, the CJSTC course catalog will serve as the foundation for the establishment of the Credit for Law Enforcement Training Equivalency List.
Step 2 – Form discipline committee	The ACC will establish a statewide discipline committee for Criminal Justice and Law Enforcement Training composed of representatives from public postsecondary institutions and career centers. Members will be identified through a nominations process facilitated by the Office of the Board of Governors, the Division of Florida Colleges, and the Division of Career and Adult Education. Membership preference will be given to faculty members who have been involved in equivalency determinations for their discipline. When possible, a minimum of two representatives from each sector must have prior experience working as practitioners in the law enforcement field. Discipline committee members will serve a term of two years with the option to renew their membership at the end of the second year.

	<p>The Subject Area Discipline Committee shall be made up of 12 representatives*:</p> <ul style="list-style-type: none"> <li>• 4 from the State University System</li> <li>• 4 from the Florida College System</li> <li>• 4 from School District Career Centers</li> </ul> <p>* Committee representation may be adjusted based on need and course/program offerings available by sector.</p>
<p>Step 3 – Establish equivalencies</p>	<p>The discipline committee will identify the college credit or clock hour course equivalencies that align with CJSTC law enforcement training courses. This process must include:</p> <ol style="list-style-type: none"> <li>1. Examination of the Statewide Course Numbering System (SCNS) to identify possible equivalent courses to those included in the CJSTC catalog. This includes identifying related statewide courses and comparing the SCNS statewide learning outcomes with the course learning outcomes articulated by CJSTC. The SCNS administrators with the Office of Articulation will support this process by providing the discipline committee with a preliminary list of potential SCNS courses that may align to the CJSTC courses for the committee’s review and consideration.</li> <li>2. Identification of the number of postsecondary institutions offering aligned courses to ensure broad impact for this work.</li> <li>3. Identification of appropriate SCNS statewide courses and the corresponding credit and/or clock hours to be awarded on the Credit or Clock Hour for Law Enforcement Training Equivalency List. This may include credit and/or clock hour recommendations for bundles of CJSTC courses, as appropriate.</li> </ol> <p>The recommended Credit for Law Enforcement Training Equivalency List will be shared with the Statewide Workgroup on Law Enforcement Training for review and then will be presented to the ACC for consideration. Upon ACC approval the list will be presented to the Board of Governors and State Board of Education for adoption.</p>
<p>Step 4 – Publish the Credit for Law Enforcement Equivalency List</p>	<p>The Credit for Law Enforcement Equivalency List will be published for institutional and student use pursuant to s. 1004.0981, F.S.</p>

<p><b>Phase Two: Annual Additions and Updates to the Credit for Law Enforcement Training Equivalency List</b></p>	
<p>Step 1 – Identification of training for priority evaluation</p>	<p>The Office of Articulation will identify any CJSTC courses not yet reviewed in previous review cycles and will work with CJSTC to identify any updates to the current courses included on the equivalency list that would warrant a re-review.</p> <p>The Office of Articulation will work with appropriate agency and institutional leaders to identify any additional training opportunities to be considered for evaluation, which may include local and/or institutional</p>

	<p>training programs offered by career centers and postsecondary institutions and training programs for other law enforcement branches, including those associated with the Florida Department of Corrections, the Florida Sheriffs Association, and the Florida Police Chiefs Association. The Office of Articulation will publish a form for course/training evaluation requests. Pursuant to s. 1004.0981, F.S., this list is specific to post-basic law enforcement training and courses. However, there is nothing prohibiting other trainings and courses, such as those related to basic training, corrections officer training, and others from being considered for future college credit/clock hour equivalencies.</p>
<p>Step 2 – Form discipline committee</p>	<p>The ACC will establish a statewide discipline committee for Criminal Justice and Law Enforcement Training composed of representatives from public postsecondary institutions and career centers. Members will be identified through a nominations process facilitated by the Office of the Board of Governors, the Division of Florida Colleges, and the Division of Career and Adult Education. Prior to soliciting discipline committee nominations, the Office of Articulation will confirm the continued membership of those who served during the previous review cycle and offer renewed membership to those whose two-year term on the committee is expiring.. Membership preference will be given to faculty members who have been involved in equivalency determinations for their discipline. When possible, a minimum of two representatives from each sector must have prior experience working as practitioners in the law enforcement field.</p> <p>The Subject Area Discipline Committee shall be composed of twelve representatives*:</p> <ul style="list-style-type: none"> <li>4 from the State University System</li> <li>4 from the Florida College System</li> <li>4 from School District Career Centers</li> </ul> <p>* Committee representation may be adjusted based on need and course/program offerings available by sector</p>
<p>Step 3 – Establish equivalencies</p>	<p>The discipline committee will identify the college course equivalencies or clock hour course equivalencies that align with the CJSTC courses and any other courses/trainings put forward for review. This process must include:</p> <ol style="list-style-type: none"> <li>4. Examination of the Statewide Course Numbering System (SCNS) to identify possible equivalent courses to the law enforcement courses/trainings included in this review. This includes identifying related statewide courses and comparing the SCNS statewide learning outcomes with the course learning outcomes articulated for the law enforcement courses/trainings. The SCNS administrators with the Office of Articulation will support this process by providing the discipline committee with a preliminary list of potential SCNS courses that may align to the law enforcement courses/trainings for the committee’s review and consideration.</li> <li>5. Identification of the number of postsecondary institutions offering aligned courses to ensure broad impact for this work.</li> <li>6. Identification of appropriate SCNS statewide courses and the corresponding credit and/or clock hours to be awarded on the Credit</li> </ol>

	<p>or Clock Hour for Law Enforcement Training Equivalency List. This may include credit and/or clock hour recommendations for bundles of CJSTC courses or other courses/trainings, as appropriate.</p> <p>The recommended Credit for Law Enforcement Training Equivalency List will be shared with the Statewide Workgroup on Law Enforcement Training for review and then presented to the ACC for consideration. Upon ACC approval the list will be presented to the Board of Governors and State Board of Education for adoption.</p>
<p>Step 4 – Update the Credit for Law Enforcement Training Equivalency List</p>	<p>The Credit for Law Enforcement Training Equivalency List will be updated annually for institutional and student use pursuant to s. 1004.096(2)(e), F.S.</p>

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