

# CORRECTIONAL OFFICER, CLOCK HOUR CERTIFICATE

**Program Code:** COR2  
**Meta-Major:** PBSA  
**Location(s):** Melbourne  
**Delivery Method(s):** On-Campus  
**Previous Degree Required:** HS Diploma  
**Eligible for Financial Aid:** No  
**Additional Limited Access Application Process Required:** Yes  
**Program Testing Requirements:** BAT - Criminal Justice Basic Abilities Test  
**Classification of Instructional Programs (CIP) Code:** 43.0102  
**Florida Department of Education CIP Code:** 0743010200

This certificate program meets minimum education standards for correctional officers as required by the Florida Department of Law Enforcement (FDLE), Criminal Justice Standards and Training Commission (CJSTC). Correctional Officers are employed by state correctional institutions, city or county jails, and other correctional facilities that provide secure inmate supervision. Correctional Officers are responsible for providing care, custody, and control of inmates housed in these facilities. The Correctional Officer, Florida CMS program provides the student with an overview of the correctional system as well as basic correctional skills and procedures. This program will prepare the student to sit for the State Examination administered by FDLE. Individuals must be at least 19 years of age to sit for the State Exam.

Admission to the Correctional Officer program is limited by Special Application and testing. For information on how to apply for this program contact the Public Safety Institute at (321) 433-5635. For testing information (Basic Abilities Test, BAT) contact the Brevard Police Testing and Selection Center at (321) 433-5638. This program is offered at the Melbourne Campus Public Safety Institute. [Visit the program page for more details and how to apply.](#)

## Entrance Requirements:

- Applicant must have a high school diploma or equivalent.
- Applicant must be a citizen of the United States.
- Applicant must not have been dishonorably discharged from the Armed Forces of the United States.
- Applicant must not have been convicted of any felony, or of a misdemeanor involving perjury or false statement. Any person who, after July 1, 1981, pleads guilty or nolo contendere to, or is found guilty of a felony or of a misdemeanor involving perjury or a false statement, shall not be eligible for employment or appointment as an officer, not-withstanding suspension of sentence or withholding of adjudication.
- Applicant must take the Basic Abilities Test (BAT) and achieve required scores.
- Applicant must have a physical examination prior to program entry. These forms are part of the application packet available at the Public Safety Institute.

## Certificate Requirements

Code	Title	Clock Hours
<b>Completion Group 1</b>		<b>224</b>
CJK 0300	Introduction to Corrections	
CJK 0305	Communications	
CJK 0310	Officer Safety	
CJK 0315	Facility and Equipment	
CJK 0320	Intake and Release	
CJK 0340	Officer Wellness and Physical Abilities	
CJK 0051	Criminal Justice Defensive Tactics	
<b>Completion Group 2</b>		<b>196</b>
CJK 0325	Supervising in a Correctional Facility	
CJK 0330	Supervising Special Populations	
CJK 0335	Responding to Incidents and Emergencies	
CJK 0031	First Aid For Criminal Justice Officers	
CJK 0040	Criminal Justice Firearms	
<b>Total Clock Hours</b>		<b>420</b>

## Learning Outcomes: Correctional Officer FL CMS CTC

- Course: CJK 0305 Communications. Apply the concepts of writing an effective, clear, and concise report. Assessment Method/ Measurement: Demonstrated through written reports. Performance Standard/benchmark: 80% of students will successfully demonstrate the concepts efficiently.
  - *Supports Core Ability: Communicate Effectively*
- Course: CJK 0305 Communications. Demonstrate effective interpersonal skills when dealing with inmates. Assessment Method/ Measurement: Test question: What is your first step in initiating a traffic stop? Performance standard/benchmark: 90% of the students will successfully demonstrate the skill proficiently.
  - *Supports Core Ability: Think Critically and Solve Problems*
- Course: CJK 0051 Criminal Justice Defensive Tactics. Demonstrate weapon retention proficiency. Assessment Method/Measurement: Demonstration (CJSTC5 Performance Evaluation.) Performance Standard/Benchmark: 80% of students will successfully demonstrate technique proficiently.
  - *Supports Core Ability: Think Critically and Solve Problems*