

### SECURITY GUARD TRAINING\*

The first required course is an eight-hour, pre-assignment training course. This is a general introductory course. Upon successful completion of this course, the guard is issued a training certificate. This certificate must accompany the security guard's registration application when submitted to the NYS Division of Criminal Justice Services. **2 classes**

#### LPS5000

**A: 10/16 – 10/18 T/Th 6:00 PM – 10:00 PM**

**B: 03/19 – 03/21 T/Th 6:00 PM – 10:00 PM**

**Location: BTC Tuition: \$175**

### SECURITY GUARD 16-HOUR ON-THE-JOB TRAINING (OJT)\*

*Prerequisite: Security Guard Training (LPS5000).*

This course must be completed within the first 90 days of employment. This training program is relevant to the guard's duties, requirements of the work site, and the needs of the employer. **4 classes**

#### LPS5010

**A: 10/23 – 11/01 T/Th 6:00 PM – 10:00 PM**

**B: 03/26 – 04/04 T/Th 6:00 PM – 10:00 PM**

**Location: BTC Tuition: \$350**

### SECURITY GUARD ANNUAL IN-SERVICE CLASS\*

*Prerequisite: Security Guard Training (LPS5000) and Security Guard 16-Hour On-The-Job Training (OJT) (LPS5010).*

This training must be completed each calendar year following completion of the 16-Hour OJT course. This program is designed to meet current training needs and refresh or update guards in changes in the security field. The guard must complete this course as a prerequisite for renewal of his or her guard registration with NYS Division of Criminal Justice Services. **2 classes**

#### LPS5020

**A: 11/13 – 11/15 T/Th 6:00 PM – 10:00 PM**

**B: 04/16 – 04/18 T/Th 6:00 PM – 10:00 PM**

**Location: BTC Tuition: \$175**

*\*Students will be entitled to a 100% refund at any time prior to the start of instruction. If a course is divided between two 4-hour days, students will be entitled to a 50% refund if the student cancels before the start of the second 4-hour block. 16-Hour OJT course: Students will be entitled to a 50% refund if they cancel before the start of the second 8-hour block of instruction. If the instruction is divided between four 4-hour sessions, the refund schedule shall be 75%, 50%, and 25%. Registration fees, cancellation fees, or deposits do not apply for Security Guard courses.*

