Commonly Asked Questions

Q Is there an age limit for attending the academy?
A The minimum age for attending the academy is 18; there is no maximum age.

Q Can I use financial aid, Michigan WORKS!, or a GI Bill to pay for the academy?
A Yes. Financial aid, Michigan WORKS!, and military grants should be set up prior to acceptance in the academy by contacting the financial aid office at 269-965-3931 ext. 2617. Note: Some financial aid will not cover the application expenses or uniform costs for the academy—you will be responsible for these costs on your own.

Q I’ve been convicted of a misdemeanor. Does that make me ineligible for the academy?
A An applicant’s past history and eligibility is handled on a case-by-case basis. Please bring any police reports and court papers to the Criminal Justice director for more information.

Q Will starting a workout routine help me pass the fitness test?
A Yes. Starting a fitness routine as soon as possible will not only aid you in completing the fitness test, but will also assist you in successfully completing the Physical Training portion of the academy. Start now, and stay with it!

Q How many academies do you have, and when do they run?
A We currently only run one academy each year, which starts at the beginning of September and runs until the end of May.

Q Are books included in the cost of the academy?
A We will only provide you with books that are not available to the general public. Other books for classes are available at the bookstore; please take your class schedule with you to the bookstore to see what books are needed.

Kellogg Community College
Criminal Justice
450 North Avenue
Battle Creek, MI 49017
269-965-3931 ext. 2216
CRJU@kellogg.edu
www.kellogg.edu/criminaljustice
Police Academy

General Information
The Police Academy at Kellogg Community College is a track academy program approved by the Michigan Commission on Law Enforcement Standards (MCOLES). There is one academy held per year which starts in the fall semester and continues through the spring semester. Academy classes are conducted on Mondays, Wednesdays, and Fridays from about 8:00 am – 2:30 pm.

MCOLES requires that every graduate of the police academy possess a degree upon completion of the academy.

• If you already have an associate degree (or higher) from an accredited college or university, you may be eligible to start the next academy.

• If you do not have a degree, you will be following either the Associate of Applied Science in Law Enforcement degree program or the Associate of Applied Science in Public Safety* degree program.

In either degree program, the general education classes consist of four required courses (COMM 101, CRJU 101, CRJU 221, and ENGL 151) and 4 elective courses in Creativity, Math and Science, Global Awareness, and Healthy Living. These classes are available at any campus and most are available during fall, spring, and summer semesters. You do not have to be finished with all of the general education classes to apply for the academy in March, but you should be close — within one or two classes of completion.

Police academy classes are only held on the Battle Creek main campus, and can only be completed once accepted into the academy. Applications for the academy are available in March of any given year and are accepted on a first-come, first-served basis.

Applications are available online at https://secure.kellogg.edu/webforms/applyadm.html

All applications should be completed in their entirety and returned to the Criminal Justice Office.

Incomplete applications will not be accepted.

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Michigan Commission on Law Enforcement Standards Pre-Enrollment Physical Fitness Test
The minimum performance standards for the MCOLES physical fitness test are displayed below. The numbers in the tables represent the “cut score,” or pass/fail point for each event. In order to pass the test, candidates must score at least the minimums listed in the tables on each of the four events.

<table>
<thead>
<tr>
<th>AGE GROUP</th>
<th>VERTICAL JUMP</th>
<th>SIT-UPS</th>
<th>PUSH-UPS</th>
<th>1/2/MILE SHUTTLE RUN</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>MALE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18-29</td>
<td>17.5</td>
<td>32</td>
<td>30</td>
<td>4:29.6</td>
</tr>
<tr>
<td>30-39</td>
<td>16.0</td>
<td>30</td>
<td>30</td>
<td>4:38.2</td>
</tr>
<tr>
<td>40+</td>
<td>15.0</td>
<td>30</td>
<td>28</td>
<td>4:54.7</td>
</tr>
<tr>
<td><strong>FEMALE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18-29</td>
<td>11.0</td>
<td>28</td>
<td>7</td>
<td>5:35.4</td>
</tr>
<tr>
<td>30-39</td>
<td>9.0</td>
<td>19</td>
<td>7</td>
<td>5:59.1</td>
</tr>
<tr>
<td>40+</td>
<td>8.0</td>
<td>18</td>
<td>7</td>
<td>6:13.3</td>
</tr>
</tbody>
</table>

Note that the table is divided according to age and gender. Be careful to select your individual performance category.

College Application Steps
1. Apply online at: https://secure.kellogg.edu/webforms/applyadm.html
2. Attend an orientation in person during scheduled times, or online at: www.kellogg.edu/admissions/orientation/
3. Take the COMPASS test in the Ohm Information Technology Center during scheduled times.
4. Apply for financial aid or scholarships (if applicable).
5. See an academic advisor or Criminal Justice Department staff for advising.
6. Register for your law enforcement general education courses.

For more information on the six steps please go to: www.kellogg.edu/admissions/6-steps-for-new-students/

Police Academy Application Steps
1. Apply
   • Applications are available on a first come, first served basis in March, and can be found online at www.kellogg.edu/criminaljustice or in person at the Criminal Justice Office.
   • An application should be completed in its entirety and returned to the Criminal Justice Office.
   • Incomplete applications will not be accepted.
2. Interview
   • Interviews will be scheduled as applications are received.
3. Conditional Offers
   • Conditional offers will be sent pending review of the application, interview, and background investigation.
   • Conditional offers will contain a medical screening packet, including a physical, vision screening, hearing screening, and drug testing.
4. Final Acceptance
   • Formal acceptance letters will be mailed pending review of the medical screening packet.
   • Formal acceptance letters will include information on registering for police academy courses, purchasing uniforms, attendance of the academy orientation, and meeting with the MCOLES District Representative.

Complete information on each of these steps will be provided with the application packet.