<u>Class Attendance</u>: No absences will be permitted unless excused by the training coordinator, or his designee, and then only if provisions for make up exist. Tardiness will not be tolerated and will be subject to make up. Classes are subject to change due to circumstances beyond our control. If a student needs to cancel, we would ask that the student notify the training coordinator at least three days prior to class.

Dress: Agency uniform or appropriate civilian attire is required always. No t-shirts, sleeveless shirts, shorts, or overalls will be permitted. Appropriate footwear will be worn at all times.

Photographic/Recording Equipment: Unless prior arrangements are made with the training coordinator, no photographic or recording equipment will be used by students.

Smoking: Smoking is prohibited at all SBISD buildings and property. Students will use designated smoking areas at the front of the buildings.

Examinations: The minimum passing grade on written exams will be a 70%. Skills testing will be graded on Pass/Fail by the instructor for that course.

Enrollment Standards

Prior to enrollment in any Spring Branch Memorial Public Safety Cooperative training program which provides instruction in defensive tactics, arrest procedures, firearms, or use of a motor vehicle for law enforcement purposes, the person have on file:

Written documentation that the person is currently licensed by the commission or documentation that the person is not:

Currently charged with any criminal offense for which conviction would bar licensing.

Has never been on court-ordered community supervision or probation for any criminal offense above the grade of class B misdemeanor within the last ten years from the date of the court order.

Has never been convicted of an offense above the grade of class B misdemeanor of a class B misdemeanor within the last ten years.

Has never been convicted of any family violence offense

Is not prohibited by state or federal law from operating a motor vehicle

Is not prohibited by state or federal law from possessing firearms or ammunition

Is a United States citizen.