27th Annual Youth Cadet Law Enforcement Training Program

July 17-22, 2016
July 17, 2016

Dear Junior Law Cadet:

It gives me great pleasure to welcome you to the Twenty-seventh annual session of The American Legion/Virginia State Police Youth Enforcement Cadet Program.

I know I speak for the 56,000 members of The American Legion family in Virginia, in wishing you a most interesting, rewarding and enjoyable experience. The American Legion is honored to be partners with the Virginia State Police in providing you this great opportunity.

Good luck. Have a wonderful and rewarding week.

Sincerely,

Jim Chapman
Department Commander
The American Legion,
Department of Virginia
COMMONWEALTH OF VIRGINIA
DEPARTMENT OF STATE POLICE

July 17, 2016

TO: Cadets
FROM: Colonel W. Steven Flaherty

SUBJECT: Youth Cadet Law Enforcement Program
Virginia State Police Academy
July 17-22, 2016

On behalf of the Commonwealth of Virginia and the Department of State Police, I would like to take this opportunity to welcome you to the Twenty-Seventh Session of the American Legion/Virginia State Police Youth Cadet Law Enforcement Program.

Your training will be somewhat similar to what our State Troopers experience in basic training. Upon completion of this program, you will better understand the responsibilities of the law enforcement profession.

I hope the time you spend with us will be both enjoyable and rewarding. I wish you the best, not only in this program, but also in your future endeavors.

WSF/GC/jcw
COMMONWEALTH OF VIRGINIA
DEPARTMENT OF STATE POLICE

July 17, 2016

TO: Cadets

FROM: Captain Matthew D. Hanley

SUBJECT: Youth Cadet Law Enforcement Program
Virginia State Police Academy
July 17-22, 2016

I would like to welcome each of you to the Virginia State Police Academy. It is a pleasure to have you as cadet in the Twenty-Seventh Session of the American Legion/ Virginia State Police Youth Cadet Law Enforcement Program. I think you will find this program both challenging and rewarding.

Our goal is to simulate some of the training received by new troopers as they prepare for the rigors of a career in law enforcement. We hope you gain perspective about the responsibilities entrusted to law enforcement officers, the challenges they face on a daily basis, and the importance of their training.

In an effort to maintain a safe environment during this fast paced program, we ask that you comply with the attached rules and regulations. Please alert any of our staff members if you have questions, concerns, or emergencies at any time during the week.

Finally, our staff members are interested in any suggestions you have that may improve the program. Please take the time to list those suggestions on the final evaluation given on Friday.

We hope your stay is both enjoyable and beneficial.

MDH/GC/jcw
COMMONWEALTH OF VIRGINIA

DEPARTMENT OF STATE POLICE

27th Annual American Legion/Virginia State Police
Youth Cadet Law Enforcement Program

July 17-22, 2016

Virginia State Police Coordinator: Sergeant George Crespo
Assistant Coordinator: Sergeant Christina T. Williams

Special Agent/State Trooper Counselors
Senior Trooper Mark S. Walden
Senior Trooper Rory N. Williams
Trooper William L. Blount
Trooper Charie L. Combo
Trooper Walter L. Craig Jr.
Trooper Gregory S. Henshaw
Trooper Justin J. Kempo
Trooper Pamela M. Neff
Trooper Jessica B. Shehan

American Legion Director: Mr. Bill Feasenmyer
(Colonial Heights Post 284)

American Legion Counselors
Ms. Joyce Miller (Vienna, Post 180)
Mr. Tommy Powell (Falls Church, Post 130)
Ms. Deloris Todman (Yorktown, Post 165)
Mr. Richard Ward (Gloucester, Post 75)
<table>
<thead>
<tr>
<th>Time</th>
<th>Sunday</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
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<tbody>
<tr>
<td>5:30-6:30</td>
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<td>7:00-7:30</td>
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<tr>
<td>8:00 A.M.</td>
<td>Welcome</td>
<td>Depart 0500 hrs</td>
<td>Water Safety</td>
<td>Depart 0500 hrs</td>
<td>State Police Recruiting Unit</td>
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<td></td>
<td>Lt. Holland</td>
<td>VSP Driver Track</td>
<td>(Group A)</td>
<td>Governor's Mansion</td>
<td>Tpr. Hanshaw</td>
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<td>9:00 A.M.</td>
<td>Physical Training Test</td>
<td>Driver Training Classroom &amp; Practical</td>
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<td>(Staff) (Group A)</td>
<td>STP, Williams</td>
<td>Sgt. Crespo</td>
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<td>9:50 A.M.</td>
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<td>Sgt. Crespo</td>
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<td>Final Inspection</td>
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<td>11:00 A.M.</td>
<td>Career in Law Enforcement (Panel-VSP Staff)</td>
<td>Classroom &amp; Practical</td>
<td>DUI Simulator (Group B)</td>
<td>Sgt. Crespo</td>
<td>Sgt. Crespo</td>
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<td>12:00 P.M.</td>
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<td>12:30 P.M.</td>
<td>Military Drill</td>
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<td>1:00 P.M.</td>
<td>Crime Scene Overview &amp; Practical</td>
<td>Driver Training Classroom &amp; Practical</td>
<td>Water Safety (Group B)</td>
<td>Graduation</td>
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<td>2:00 P.M.</td>
<td>Practical</td>
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<td>4:00 P.M.</td>
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<td>5:00 P.M.</td>
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<tr>
<td>6:00 P.M.</td>
<td>Orientation</td>
<td>Military Drill &amp; Defensive Tactics</td>
<td>MILO</td>
<td>Military Drill</td>
<td>Military Drill</td>
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<tr>
<td>8:00 PM</td>
<td>Sgt. Crespo</td>
<td>Sgt. Crespo</td>
<td>STP Walden</td>
<td>STP Walden</td>
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</table>

Remarks: COORDINATOR: Sergeant G. Crespo
ACADEMY STAFF

Training Officer
Assistant Training Officer
Driving Training Complex (DTC)
Training Coordinator
Tactical Operations Coordinator (DTC)

Sergeant
Sergeant
Sergeant
Sergeant (DTC)
Sergeant
Sergeant (DTC)
Sergeant
Sergeant
Sergeant
Sergeant
Sergeant (DTC)

Senior Trooper
Senior Trooper (DTC)W.
Senior Trooper
Senior Trooper (Abingdon)

Armorer

Executive Secretary
Office Services Specialist
Office Services Specialist
Program Support Technician
Office Services Specialist
Office Services Specialist (DTC)
Office Services Assistant/Receptionist (DTC)

Librarian
TV/Audio Production Specialist

Training and Instructor Manager
Instructional Center Technician

Housekeeping Staff
Housekeeping Staff
Housekeeping Staff (DTC)
Cafeteria Manager
Cafeteria Assistant Manager
Food Production Lead Worker
Food Production Worker A
Food Operations Assistant
Cafeteria Manager (DTC)
Cafeteria Assistant Manager (DTC)
Food Production Worker A (DTC)
Food Production Worker A (DTC)
Food Production Worker A (DTC)

Captain Matthew D. Hanley
Lieutenant Robert C. Holland
Lieutenant Randall K. Pearce
First Sergeant Todd G. Garrett
First Sergeant Travis L. Perdue

Jeffrey K. Anniss
George Crespo
Vacant
L. Chuck L. Hall, Jr.
Keel L. Hill
Gary R. Horner, Jr.
Gregory P. Lewis
R. David McClelland
James M. McCue
Vacant
Jason N. Spencer
Christina T. Williams

Benjamin S. Amos
W. Jody Wilborn, Jr.
Ellen M. Neilson
Brian S. Dillon

Jebidiah V. Swartz

Janet C. Womack
Susie D. Ohree
Joann L. Shipp
Heather S. Stuart
Shelia E. White
JoEllen Robertson
Patricia L. Booth

Vacant
Vacant

Sonia M. Greene
Vacant

Josefani Diaz
Frank M. Ross
Catina S. Walton
Vacant
Janie A. Davis
Sidney A. Elliott
Darlene Brown
Bruce W. Eads
Teresa G. Lawson
Vacant
Christopher L. Eagle
Patricia P. Martin
Mikalah V. McDaniel
Youth Cadet Law Enforcement Program

I. Welcome/Orientation
A. Introductions
B. Review Daily Schedule

II. Rules and Regulations
A. Good order and discipline are essential ingredients of any learning process. Only in a controlled and well-structured environment can the instructor teach, and the student learns.

B. The mission of the Academy staff is to provide a quality program to develop your knowledge of the police profession, criminal justice procedures and related techniques.

C. The Academy staff takes this mission seriously and we trust that you have the same seriousness of purpose. With this in mind, the following rules and regulations are set forth for your information and guidance:

1. The use, possession or consumption of alcoholic beverages on academy grounds or any use of illegal drugs is prohibited. If we detect the odor of alcohol, you will have to submit to a breath test. Where the probability exists of the use of drugs, you may be required to submit to a urine analysis.

2. Smoking will not be permitted.

3. Students should advise their correspondents that their address while at the Academy is Virginia State Police Training Division, P.O. Box 27472, Richmond, VA 23261-7472, “Attention Academy.” The word “Academy” should be written across the back of the envelope.

4. The telephone number here at the Academy is (804) 674-2222. Emergency numbers: (804) 674-2185 and (804) 674-2026.

5. When a staff member enters your room, you will stand and, when spoken to reply in a courteous and respectful manner.

6. Students who report to the staff office will stand at “the position of attention”. When the student is recognized by the staff member, the student will say his/her name (Cadet _____).

D. While attending classes at the Virginia State Police Academy, the following rules apply:

1. Students will report promptly to all classes and all activities.

2. Students will be in their seats at the time the class is scheduled.

3. No student may be absent from any class except on specific authority of a staff member or American Legion counselor.
4. The seating arrangement will be alphabetical.

5. Students will display proper respect to all instructors.

6. Students are encouraged to ask questions during class.

7. Students desiring to ask questions in class will raise their hands until recognized by the instructor. Questions will be stated in a clear manner so that all may hear and benefit. Questions will pertain only to the subject then under discussion.

8. Students will not adjust the thermostats in the classrooms.

9. Students will participate fully in all activities. You will remain engaged in physical activity until released.

E. While using the Academy cafeteria the following rules apply:

1. Students will line up in the hallway prior to mealtime. Students will not peep in the doors before they are opened or enter until invited by a member of the staff. Students will not lean or prop against the walls. Each student will face forward with hands folded behind the back.

2. **DO NOT COMPLAIN OR COMMENT IN ANY MANNER TO THE CAFETERIA STAFF CONCERNING FOOD. REGISTER ANY COMPLAINT TO YOUR ASSIGNED COUNSELOR OR SERGEANT.**

F. The following rules will apply in the squad rooms:

1. Rooms will be subject to inspection at all hours.
   a. No one will lie on the bed during duty hours (7:00 a.m. - 5:00 p.m.).
   b. Do not sit on the desk or chest of drawers, use the chairs provided in each room.

2. Firearms, knives, any other weapons, and ammunition of any type will not be permitted on the academy grounds.

3. One radio will be allowed in each squad room and noise will be kept to a minimum.

4. Lights and radios in the squad rooms will be turned off during class periods and when left unattended.

5. Doors to the squad rooms will be open between 7:00 a.m. and 9:30 p.m., except when changing clothes or a student is sick in bed.

6. Beds will be made in accordance with the Virginia State Police Academy specifications. (See attachment.)

7. Bath linens will be issued each evening at 9:30 p.m.
   a. The Sergeant will open the linen room and issue towels and washcloths.
b. One student from each room will report to the Sergeant with the soiled towels, and receive fresh ones.

1. Due to unsanitary conditions, students will not lie upon blankets when using their bunks. Students must sleep beneath the top sheet.

2. ALL LIGHTS WILL BE TURNED OFF AND ALL STUDENTS WILL BE IN THEIR ASSIGNED BUNKS BY 10:00 P.M. EACH NIGHT. ALL TALKING IS TO CEASE PROMPTLY AT 10:00 P.M. DOORS WILL BE CLOSED AT 10:00 P.M.

G. The following rules apply while attending training at the Virginia State Police Academy:

1. Any injury incurred must be reported immediately to a staff member.

2. Students will not play touch football, however basketball is allowed. No more than five students on a team. Over aggressiveness will not be tolerated, and if observed, basketball playing will be suspended. Tennis shoes will be worn when playing basketball or volleyball. (No running shoes.)

3. Personal motor vehicles will be parked only in the designated student parking lot for the duration of the school. No student will drive a personal motor vehicle between their reporting time and the closing ceremony.

4. No guitars or other musical instruments will be permitted at the Academy.

5. No personal weight lifting equipment will be permitted at the Academy.

6. Card playing of any kind is prohibited at the Academy.

7. The students will not move materials placed on the bulletin board. Students will not place material on the bulletin board unless it is specifically authorized by the staff.

8. Students will exercise proper care in the use of furniture and equipment. Any damage will be reported to the Academy staff without delay.

9. Students will not use the restroom near the staff offices. It is reserved for the use of visitors and instructors.

10. Students desiring to contact a staff member will knock twice on the staff office door and wait to be told to enter. If no one is present, you should leave and return at a later time.

11. STUDENTS WILL NOT LEAVE THE ACADEMY UNLESS AN AMERICAN LEGION COUNSELOR OR AN ACADEMY STAFF MEMBER HAS GRANTED PERMISSION.

12. Students will be neat in appearance at all times and will be decently clothed going to and from the shower room. Bare feet will not be permitted in the halls.
a. Students will dress in athletic clothing for calisthenics and appropriate clothing for cleaning details and those classes requiring such clothing.

b. Tank tops or halter-tops will not be worn in the cafeteria, recreation room or to the office.

c. Shirttails will be worn tucked inside trousers, and trousers with belt loops will be worn with a belt.

d. All students will change into PT clothing in their squad rooms prior to reporting to the gym.

H. While attending the American Legion/Virginia State Police Youth Cadet Law Enforcement Program at the State Police Academy each cadet will be required to assist with cleaning details. Since all rooms will be inspected it is in the best interest of all attendees to help one another with daily cleaning routine.

1. Squad rooms:

   a. The floors will be vacuumed each morning and should remain clean.

   b. The trashcans will be wiped clean prior to inspection. There should be no trash in the trashcan during inspection.

   c. Furniture and window blinds will be dusted each morning.

2. Shower rooms:

   a. Lavatories, commodes, and urinals shall be cleaned with cleanser every morning. The commodes and urinals will be kept flushed at all times.

   b. Mirrors, trays, and soap dishes shall be cleaned each morning. The soap dish will be left dry. No hair, beard, or toothpaste will be left in the washbasins.

   c. Trashcans shall be empty and cleaned.

   d. Wall and floor tiles shall be wiped clean.

   e. Paper towels shall be disposed of in the trashcans and not on the floor, lavatories or other areas. Store paper towels in the dispensers only.
GYMNASIUM REGULATIONS

♦ All persons will wear tennis shoes while using the gymnasium. Street shoes are prohibited.

♦ All equipment used must be returned to its original storage place and no equipment will be removed from the training building.

♦ Smoking, eating and drinking are prohibited in the gym.

♦ In the event that more than one group wishes to use the gym at the same time, efforts should be made to share (i.e. half court basketball instead of full court).

WEIGHT ROOM REGULATIONS

♦ All persons will wear tennis shoes while using the weight room. Street shoes are prohibited.

♦ Use of the weight machines is prohibited unless the individual has attended an orientation class on proper use of such equipment.

♦ Use of stationary bicycles and stair climbers is limited to 30 minutes per workout session.

♦ All weight lifting equipment must be returned to its original storage place.

♦ All weight plates should be removed from the bars and returned to the racks after completion of exercises.

♦ No equipment will be removed from the building.

♦ Free weights will only be used on the mats. Care will be exercised to avoid dropping weights on the floor.

♦ Smoking, eating and drinking are prohibited in the weight room.
BUNK BED

Figure #1
Bunk is completely stripped except for mattress cover. Bottom sheet is then placed over mattress so that it is open at the foot of the bed and closed by a hospital fold at the head. The sheet is then tucked in at both sides.

Figure #2
Top sheet is placed over bottom sheet so that the head end is 6 inches from end of mattress. The top blanket is then placed over the sheet so that the head end is 6 inches below the top sheet.

Figure #3
Fold the top sheet over the blanket. Fold the blanket/sheet together to make a 6" cuff to the top seam of the mattress. The sheet and blanket are then pulled very tightly at the sides and tucked in.

Figure #4
The extra blanket is then folded and placed at the bottom of the bunk. The pillow is placed at the head with the open end facing the window. The cuff on the open end of the pillow case is folded inward.
BLANKET

Figure 1
Fold blanket in 1/2 vertically.

Figure 2
Fold blanket in 1/2 horizontally.

Figure 3
Open ends at foot of bed and towards window. From foot of bed fold 1/3 then 1/3.

Figure 4
Lay with open end towards the window and rounded side toward footboard.
TOWEL DISPLAY

Figure #1

Figure #2
Fold in 1/2 lengthwise.

Figure #3
Fold in 1/2 lengthwise once more.

Figure #4
Fold in 1/2 horizontally

Figure #5
Fold in 1/2 and place over towel rack with open seam facing the wall and open end to the rear.

Fold washcloth in thirds and place it over the towel with the open end facing the sink.
VIRGINIA STATE POLICE ACADEMY
COURSE EVALUATION

COURSE NAME: 27th Annual Youth Cadet Law Enforcement Prg.
DATE(S) OF INSTRUCTION: JULY 17 – 22, 2016

This following area is for the student's critique on individual topics (i.e., classes) taught during the course (i.e., school):

**TOPIC:** Physical Training

**RATING:**
1 [ ] POOR
2 [ ] BELOW AVERAGE
3 [ ] AVERAGE
4 [ ] ABOVE AVERAGE
5 [ ] EXCELLENT

**INSTRUCTOR:** VSP Trooper Counselors

**RATING:**
1 [ ] POOR
2 [ ] BELOW AVERAGE
3 [ ] AVERAGE
4 [ ] ABOVE AVERAGE
5 [ ] EXCELLENT

**COMMENTS:**

**TOPIC:** Career In Law Enforcement (Panel)

**RATING:**
1 [ ] POOR
2 [ ] BELOW AVERAGE
3 [ ] AVERAGE
4 [ ] ABOVE AVERAGE
5 [ ] EXCELLENT

**INSTRUCTOR:** VSP Trooper Counselors

**RATING:**
1 [ ] POOR
2 [ ] BELOW AVERAGE
3 [ ] AVERAGE
4 [ ] ABOVE AVERAGE
5 [ ] EXCELLENT

**COMMENTS:**

This following area is for the student’s critique on individual topics (i.e., classes) taught during the course (i.e., school):

**TOPIC:** Crime Scene Overview & Practical

**RATING:**

1 □ 2 □ 3 □ 4 □ 5 □

POOR  BELOW AVERAGE  AVERAGE  ABOVE AVERAGE  EXCELLENT

**INSTRUCTOR:** Special Agent Richard Hankins

**RATING:**

1 □ 2 □ 3 □ 4 □ 5 □

POOR  BELOW AVERAGE  AVERAGE  ABOVE AVERAGE  EXCELLENT

**COMMENTS:**

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

**TOPIC:** Military Drill

**RATING:**

1 □ 2 □ 3 □ 4 □ 5 □

POOR  BELOW AVERAGE  AVERAGE  ABOVE AVERAGE  EXCELLENT

**INSTRUCTOR:** Sr. Trooper Mark Walden

**RATING:**

1 □ 2 □ 3 □ 4 □ 5 □

POOR  BELOW AVERAGE  AVERAGE  ABOVE AVERAGE  EXCELLENT

**COMMENTS:**

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________
### COURSE EVALUATION

**COURSE NAME:** 27th Annual Youth Cadet Law Enforcement Prg.
**DATE(S) OF INSTRUCTION:** JULY 17 – 22, 2016

This following area is for the student's critique on individual topics (i.e., classes) taught during the course (i.e., school):

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<th>TOPIC</th>
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<td>POOR BELOW AVERAGE AVERAGE ABOVE AVERAGE EXCELLENT</td>
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**INSTRUCTOR:** Sgt. George Crespo

| RATING:                | 1 □ 2 □ 3 □ 4 □ 5 □ |
|                        | POOR BELOW AVERAGE AVERAGE ABOVE AVERAGE EXCELLENT |

**COMMENTS:**

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### TOPIC

**Driver Training - DTC**

| RATING:                | 1 □ 2 □ 3 □ 4 □ 5 □ |
|                        | POOR BELOW AVERAGE AVERAGE ABOVE AVERAGE EXCELLENT |

**INSTRUCTOR:** Sgt. Chuck Hall

| RATING:                | 1 □ 2 □ 3 □ 4 □ 5 □ |
|                        | POOR BELOW AVERAGE AVERAGE ABOVE AVERAGE EXCELLENT |

**COMMENTS:**

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COURSE NAME: 27th Annual Youth Cadet Law Enforcement Prg.
DATE(S) OF INSTRUCTION: JULY 17 – 22, 2016

This following area is for the student's critique on individual topics (i.e., classes) taught during the course (i.e., school):

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<th>TOPIC</th>
<th>Firearms Training - DTC</th>
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<td>INSTRUCTOR:</td>
<td>Sgt. Gary Horner</td>
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<tr>
<td>RATING</td>
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<td>INSTRUCTOR:</td>
<td>Sgt. George Crespo</td>
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DATE(S) OF INSTRUCTION: JULY 17 – 22, 2016

This following area is for the student's critique on individual topics (i.e., classes) taught during the course (i.e., school):

**TOPIC:** Crash Overview (Classroom)

**RATING:**
- 1 □ POOR
- 2 □ BELOW AVERAGE
- 3 □ AVERAGE
- 4 □ ABOVE AVERAGE
- 5 □ EXCELLENT

**INSTRUCTOR:** Sr. Trooper Mark Walden

**RATING:**
- 1 □ POOR
- 2 □ BELOW AVERAGE
- 3 □ AVERAGE
- 4 □ ABOVE AVERAGE
- 5 □ EXCELLENT

**COMMENTS:**


**TOPIC:** DUI Simulator Practical

**RATING:**
- 1 □ POOR
- 2 □ BELOW AVERAGE
- 3 □ AVERAGE
- 4 □ ABOVE AVERAGE
- 5 □ EXCELLENT

**INSTRUCTOR:** Sr. Trooper Mark Walden

**RATING:**
- 1 □ POOR
- 2 □ BELOW AVERAGE
- 3 □ AVERAGE
- 4 □ ABOVE AVERAGE
- 5 □ EXCELLENT

**COMMENTS:**


COURSE NAME: 27th Annual Youth Cadet Law Enforcement Prg.
DATE(S) OF INSTRUCTION: JULY 17 – 22, 2016

This following area is for the student's critique on individual topics (i.e., classes) taught during the course (i.e., school):

**TOPIC:** Water Safety – Training Tank

**RATING:**
- 1 [ ] POOR
- 2 [ ] BELOW AVERAGE
- 3 [ ] AVERAGE
- 4 [ ] ABOVE AVERAGE
- 5 [ ] EXCELLENT

**INSTRUCTOR:** Sr. Trooper Rory Williams

**RATING:**
- 1 [ ] POOR
- 2 [ ] BELOW AVERAGE
- 3 [ ] AVERAGE
- 4 [ ] ABOVE AVERAGE
- 5 [ ] EXCELLENT

**COMMENTS:**

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**TOPIC:** Governor's Mansion Tour

**RATING:**
- 1 [ ] POOR
- 2 [ ] BELOW AVERAGE
- 3 [ ] AVERAGE
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- 5 [ ] EXCELLENT

**INSTRUCTOR:** VSP Trooper Counselors

**RATING:**
- 1 [ ] POOR
- 2 [ ] BELOW AVERAGE
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**COMMENTS:**

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<th>K-9 Demo</th>
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<td>JULY 17 – 22, 2016</td>
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<tr>
<td>COURSE NAME:</td>
<td>27th Annual Youth Cadet Law Enforcement Prg.</td>
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This following area is for the student's critique on individual topics (i.e., classes) taught during the course (i.e., school):

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VIRGINIA STATE POLICE ACADEMY
COURSE EVALUATION

COURSE NAME: 27th Annual Youth Cadet Law Enforcement Prg.
DATE(S) OF INSTRUCTION: JULY 17 – 22, 2016

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<th>TOPIC:</th>
<th>State Police Recruiting Unit</th>
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<th>INSTRUCTOR:</th>
<th>Trooper Gregory Henshaw</th>
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COMMENTS: ____________________________________________________________
__________________________________________________________
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VIRGINIA STATE POLICE ACADEMY
COURSE EVALUATION

COURSE NAME: 27th Annual Youth Cadet Law Enforcement Prg.
DATE(S) OF INSTRUCTION: JULY 17 – 22, 2016

OVERALL COURSE RATING

RATING:
1 □ POOR
2 □ BELOW AVERAGE
3 □ AVERAGE
4 □ ABOVE AVERAGE
5 □ EXCELLENT

COMMENTS:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
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________________________________________________________________________

For Office Use Only:
Course: ___________________________ Coordinator: ___________________________