2019 Constables’ Training Schedule

January through October 2019

80-Hour Basic Training

8-Hour Continuing Education

40-Hour Basic Firearms

4-Hour Annual Qualification
ALL TRAINING CLASSES ARE FILLED ON A FIRST-COME, FIRST-SERVED BASIS.

Training classes are limited in size and must meet specific minimum enrollment requirements as per training class type. Those training class limits and minimums will be strictly enforced, so it is important to enroll early.

BELOW ARE THE MINIMUM CLASS SIZES UTILIZED BY THE PROGRAM.

BASIC TRAINING – 14 STUDENTS MINIMUM
BASIC FIREARMS – 9 STUDENTS MINIMUM
CONTINUING EDUCATION – 16 STUDENTS MINIMUM
ANNUAL QUALIFICATION – 16 STUDENTS MINIMUM

It is the constable and deputy constables’ responsibility to enroll into training classes to maintain their certification for the next calendar year. To ensure uninterrupted certification, constables should enroll in Training Courses, as soon as possible. Enroll early. Online enrollment is the fastest and easiest way to enroll.

Constables’ training classes that are not meeting the minimum enrollment numbers may be combined and/or canceled.

Please enroll into training classes by May 31, 2019. You may not get the class or location of your choice if you enroll after this time period.
2019 Constables’ Training Schedule

Please Note: The 2019 Constables’ Training Schedule is arranged by geographic regions in Pennsylvania. Constables have the option of attending training at any location in the Commonwealth, regardless of the area in which they reside.

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Program Information

Address Change
Personal Information Review

Per Board Policy: A person shall register with the Board for certification by submitting information such as mailing and/or email addresses, telephone number, Social Security Number, date of birth and office held or sought. A constable shall set forth the beginning date and expiration date of the term of office held, and provide documentary evidence of election or appointment. A registrant shall inform the Board of a change to registration information within 15 days of the change (Title 37 §431.11 (b)).

Change of Registration Information can be updated on-line through the Constables’ Certification, Education and Training System (CCETS). Refer to page 18 for more information regarding CCETS. Change of registration information can also be completed by mail or FAX to: Bureau of Training Services, Pennsylvania Commission on Crime and Delinquency (PCCD), PO Box 1167, Harrisburg PA 17108-1167; FAX (717) 783-7140 or by contacting your training region’s PCCD contact at the email or phone number listed below:

Contact Information at PCCD

(If you have questions regarding certification, insurance, or where to send your election certificate or appointment order.)

THESE ARE NOT CONTACTS FOR CLASS ENROLLMENT


Your contact person is: Wayne Hower, (717) 265-8551, whower@pa.gov

CENTRAL PA: Adams, Bedford, Blair, Cameron, Centre, Clearfield, Clinton, Cumberland, Dauphin, Franklin, Fulton, Huntingdon, Juniata, Lancaster, Lebanon, Lycoming, Mifflin, Montour, Northumberland, Perry, Potter, Schuylkill, Snyder, Tioga, Union, and York Counties

Your contact person is: Tracy Clouser, (717) 265-8552, tracclouse@pa.gov


Your contact person is: Sherry Leffler, (717) 265-8554, sleffler@pa.gov
Failure to Withdraw from Training Classes

Below is information on the current Board Regulations regarding the constable’s failure to provide timely notification when withdrawing from a Constables’ Training Course. There have been several questions from constables and deputy constables who failed to withdraw from a Training Course in a timely manner and are now required to pay to attend another Training Course. Please read the information below carefully and if you have any questions regarding the Board’s attendance policies, please call Sherry Leffler at 717-265-8554 or by email at sleffler@pa.gov.

37 Pa.C.S. §431.25(a); §431.35(a); and §431.47(a). Attendance policies:

Withdrawal. A constable who enrolls for Basic, Continuing Education, or any Firearms Qualification Course may withdraw from the Course without penalty upon timely notification to the school conducting the Basic, Continuing Education, or any Firearms Qualification Course. A notification shall be deemed timely if it is delivered to the director of the school or a designee no later than 7 calendar days prior to the start of classes. The school may assess a failing grade for all or part of the Training Course, if the constable fails to provide timely notification or to show good cause. A notification shall be deemed untimely if the notice is not received by the director of the school or a designee within 7 calendar days prior to the start of classes.

37 Pa.C.S. §431.25(b); §431.35(b); and §431.47(b). Attendance policies:

Financial Responsibility. If notification to withdraw is not given or is deemed untimely and good cause is not shown, and the constable wishes to attend another Training Course in the same training year or in the next training year, the constable shall bear financial responsibility for the cost of the additional Basic, Continuing Education, or Firearms Qualification Course. Payment must be received by the Commission at least 2 weeks prior to the class start date in the form of a certified check or money order.

Class payment charges for no shows and failures will be changing for the 2019 training year. They will be publicized once the Board has approved the new amounts.

If you have an emergency prior to the class start date, please contact the appropriate Training Delivery Contact listed below. **Please do not contact PCCD Staff to enroll, withdraw or transfer Training Classes.**

Training Delivery Contractor Contact Information

**Western Region:** Penn State-Fayette Campus, Rob Harford – (724) 430-4114 and FAX (724) 430-4113

**Central Region:** Indiana University of PA, Michael Marcantino – (724) 549-1929 and FAX (724) 357-4090

**Eastern Region:** Temple University, Dee Beiter – (267) 468-8331 and FAX (267) 468-8660
PA Constables’ Classroom Code of Conduct

All newly elected or appointed constables and deputy constables must sign off on the PA Constables’ Classroom Code of Conduct prior to enrolling into any Constable Training Classes for training year 2019. If you have attended Constable Training Classes anytime from 2010 through 2018, you have already signed off on this document and do not need to submit the acknowledgement again.

Enrollment Instructions for Training Classes

ALL TRAINING CLASSES ARE FILLED ON A FIRST-COME, FIRST-SERVED BASIS. Classes are also limited in size. Class limits are strictly enforced, so it is important to register early. To ensure uninterrupted certification, constables should enroll in Training Classes as soon as possible. Enroll early. Online enrollment is best.

If you have not done so already, please make sure to register as a user in the Constables’ Certification, Education and Training System (CCETS). Do not wait until the 2019 Classes are open for enrollment to register for CCETS. If you register early in CCETS, you can then familiarize yourself with the system and how to enroll in classes, view training history, view and change personal information and share information with other certified constables and deputy constables. You must be a registered CCETS user to enroll into classes online. Program staff must approve the registration prior to logging into CCETS.

To complete the First-Time User Registration, go to: www.pccdcis.pa.gov/CCETS/Login.aspx.

Online enrollment is secure and fast, and is confirmed immediately. Enrollment can also be accomplished by mailing or faxing a completed standard enrollment form directly to the Training Delivery Contractor. The standard enrollment forms can be found online and are included in this training schedule. The fax and address information for the Training Delivery Contractor contacts can be found on page 5. Do not mail or fax enrollment forms to PCCD.

Enrollment questions should be referred to the appropriate regional Training Delivery Contractor. Constables cannot enroll for Training Courses by calling or mailing PCCD, please contact the appropriate regional Training Delivery Contractor.

If class times and dates are changed, the regional Training Delivery Contractor will notify you of the change.

Please note that newly elected constables and newly appointed deputy constables should enroll early for the 80-Hour Basic Training Class because this class will be cancelled if the minimum requirement of 14 students is not met.

Notification of cancellation will be made by the regional Training Delivery Contractor via registration information filed by constables.
Confirmation Letters

Confirmation letters being sent out for 2019 classes have changed to include a list of mandatory items and recommended items. Please thoroughly read the letters to make sure you have the mandatory items needed for each training class type (relating to clothing and equipment). If these mandatory items are not brought with you to the training class, you will be asked to leave the training class. Your attendance will be documented as an “excused” absence; however, you will need to reschedule the missed portion of the training class once the mandatory items are obtained.

For Persons with a Record of a Disability

If special arrangements are required for a person with a record of a disability to participate in any Constable Training Course, the person must contact the appropriate regional Training Delivery Contractor at least twenty (20) days prior to the class start date.

Liability Insurance

Act 49 (§2942 (b)) states that any constable or deputy constable who fails, neglects or refuses to maintain a current insurance policy as required, or to file proof thereof with the County Clerk of Courts, shall cease automatically to be certified to perform judicial duties upon the expiration of the policy of which proof has been filed with the County Clerk of Courts. To ensure uninterrupted constable certification, it is essential that every constable file a new certificate of insurance with the County Clerk of Courts before the current insurance policy expires.

Re-Election/Election Certificates and Appointment Orders

To ensure continued, uninterrupted certification, if your term of office ends December 31, 2018, you must forward a copy of your new election certificate from the County Board of Elections to the PCCD via mail or fax to: Bureau of Training Services, Pennsylvania Commission on Crime and Delinquency, PO Box 1167, Harrisburg, PA 17108-1167; Fax (717) 783-7140. If you are a constable or deputy constable who has been newly-appointed or re-appointed, you must forward a copy of your new appointment order signed by the President Judge or designee of the Court of Common Pleas, to the address above. Constables are reminded that they must file re-appointment paperwork with the Courts relative to their Deputy Constables’ appointment.
2019 Constable Training Curriculum

80-Hour BASIC TRAINING

All newly elected constables or appointed deputy constables are required, under Act 49-2009 §7142(a) to attend and successfully complete Basic Training in order to perform judicial duties and be paid. Constables and appointed deputy constables must be registered with PCCD. For more information, please visit PCCD’s website at www.pccd.pa.gov or telephone PCCD, at (717) 265-8551, (717) 265-8552 or (717) 265-8554.

Refer to Title 37 Law, Chapter 431, for regulations relating to the certification of constables and deputy constables. To successfully complete Basic Training, an individual must attend and participate in all training as scheduled during the same training year, achieve a passing score of at least 70% on each written examination administered during the Course, and successfully demonstrate practical skills during each proficiency examination. Constables and deputy constables are tested in each of the subjects listed below. An individual who receives less than 70% on any written exam will have only one opportunity to re-test in that subject. If an individual fails the re-test, that individual has failed the Basic Training Course and will not be certified by the Board.


Role of the Constable in the Justice System (4-Hours)
This block of instruction provides an overview of the evolutionary development of the constable in Pennsylvania. It clarifies the constable’s legal responsibilities, as well as identifying civil liability issues that may affect the office of the constable. In addition, constables are presented with a working knowledge of the Pennsylvania justice system. This Course includes a written examination.

Professional Development I – Formal Communication (4-Hours)
Formal communications are an important skill in any profession. Given the position of the constable in Pennsylvania's judicial system it is especially important for constables to understand the importance of formal communications and how it impacts their day-to-day operations. The Course includes an introduction to basic interview skills along with the basic principles of report writing. This Course includes a written examination.

Professional Development II – Professional Conduct (4-Hours)
This Course was developed to facilitate constables' understanding of the issues of professional conduct and how they impact their day-to-day operations. The Course presents an introduction to the development of moral standards and the importance of ethics for constables. Other specific areas that are discussed include individual responsibility and standards, relationships with the community and cultural diversity. This Course includes a written examination.

Civil Law and Process (12-Hours)
This instruction focuses on many of the constable's duties in the area of civil procedure, including service of process. The topic takes into account procedural rules that are applicable throughout the Commonwealth under Title 246, Minor Court Civil Rules, while directing constables to be cognizant of local rules and customs. Specific
emphasis is placed on the citation of rules of Chapters 200, 300, 400, 500, 800, and 1200. Additionally, Title 42. Chapter 62A. Protection of Victims of Sexual Violence or Intimidation (Act 25 of 2014, which became effective July 1, 2015) will be reviewed. This Course includes a written examination.

**Criminal Law and Process (8-Hours)**
This Course introduces constables to the history and development of criminal law in Pennsylvania. Constables’ specific duties within the criminal process are highlighted, as well as their authority and responsibilities in the areas of arrest, accountability for property and monies, and the most current law dealing with constable authority. This Course includes a written examination.

**Use of Force (4-Hours)**
This training provides the constable with working knowledge in the areas of both lethal and non-lethal use of force. Recent case law pertinent to use-of-force issues is presented. This Course includes a written examination.

**Mechanics of Arrest (8-Hours)**
This Course is designed to provide the constable with proper techniques for the arrest of compliant and non-compliant persons. These techniques utilize subject control holds and takedowns and direct the constable to perform the arrest from a position of advantage. The constable will be provided proper handcuffing and searching techniques for compliant and non-compliant individuals. This Course includes a written examination.

**Defensive Tactics (10-Hours, 30-Minutes)**
This 10-hour and 30-minute block of instruction presents the constable with techniques for self-defense against armed and unarmed attackers. The defensive techniques presented include basic patterns of movement, reactionary gap/interview stance, ground fighting (offensive and defensive), arm locks, defense against gun disarms, blocking techniques, hand and arm striking skills, and kicking skills. Constables must come prepared for physical activity and dressed appropriately. In addition, this session provides the constable with techniques for retaining the holstered handgun from attack. These techniques will also provide the constable with the ability to prevent attacks on his/her holstered handgun. Each constable must demonstrate a working knowledge of each technique. The constable must supply his/her duty belt and holster. This Course includes a written examination.

**Prisoner Transport (4-Hours)**
This Course provides Pennsylvania's constables with the procedures to properly handle prisoners in correctional facilities, in the transport vehicle or van, during movement, and throughout escort into court. The training also addresses numerous variables of prisoner transport, including constable safety, prisoner movement preparations, proper control and restraint, and special considerations such as pregnant or suicidal prisoners. The Course includes discussion on movement and transportation issues based on several actual incidents that have occurred throughout the United States. This segment provides constables with actions and precautions that they can employ to reduce the possibility that a prisoner will escape their custody or that a problem will occur during transport. This Course includes a written examination.

**Court Security (4-Hours)**
This block of instruction provides an overview for the constable’s role in courtroom security. The constable will review the preliminary aspects of security to heighten his/her awareness of the potential problems that may arise in the courtroom. Issues to be discussed will include but are not limited to threatening behavior, searches, evaluation techniques, as well as responding to emergencies. This Course includes a written examination.
**Crisis Intervention (5-Hours, 30-Minutes)**
This Course will provide the constable with a review of how to de-escalate high-stress incidents that have the potential to evolve into a life-threatening situation. Emphasis is placed on understanding the signs of aggression including interpreting body language as well as the recognition of other behavioral signals, so that the constable may be able to avoid potential harm to themselves or others. The Course also discusses the advantage of developing and maintaining acute listening skills as they relate to possible confrontational situations and de-escalation. This Course includes a written examination.

**OCAT Oleoresin Capsicum (OC) (4 hours)**
This 4-hour block of instruction covered the practical applications of Oleoresin Capsicum (pepper) spray. The class was divided into lectures and practical exercises. Lectures covered the characteristics, effects, proper usage, and decontamination of OC spray, as well as a review of the use-of-force continuum. Practical exercises reviewed proper carrying and drawing techniques, body positioning, proxemics, patterns of movement, and spraying. Scenarios covered spraying a combative subject in a variety of settings, including single-constable, contact/cover, and constable-down situations. This Course includes a written exam.

**Monadnock® Expandable Baton (MEB) (4 hours)**
This Course added four subject-control techniques to the Monadnock Expandable Baton (MEB) Basic and was presented in a 4-hour block of instruction. Successful completion of the instruction provided the constable with certification from the Monadnock Police Training Council, Inc. Constables demonstrated their baton carries, blocks, strikes, and retention techniques. They also demonstrated subject-control techniques, including baton arm locks, escorts, and handcuffing techniques. Constables were able to discuss use of force issues and the Monadnock Baton Chart. This Course includes a written exam.

**Management of Aggressive Behavior (MOAB) (4 hours)**
MOAB presents principles, techniques, and skills for recognizing, reducing and managing violent and aggressive behavior. The program also provides humane and compassionate methods for dealing with aggressive behavior. This Course includes a written exam.

**8-Hour CONTINUING EDUCATION**

Constables and deputy constables must successfully complete the 8-Hour Continuing Education Course in 2019 to renew their certifications for 2020. Based upon successful completion of Continuing Education by November 2019, constables and deputy constables will be issued certification cards in December 2019, which will indicate certification for 2020.

**Self-Aid/Buddy-Aid (4-Hours)**
This 4-hour Course provides constables with the knowledge, skills set, and tools necessary to survive or save a fellow constable’s life due to severe blood loss. This Course includes information provided by the Stop the Bleed initiative at the University of Pittsburgh Medical Center (UPMC) in partnership with the Copeland Regional Trauma Council. As such, this Course emphasizes making sure you are safe, calling 911, finding what is bleeding, and stopping the bleed by compression, a tourniquet, or wound packing. Information on extrication and movement as well as development of an individual first aid kit are also presented. Each constable must demonstrate a working knowledge of wound packing, direct pressure and tourniquet application. This Course includes a written examination.
Social Media for Constables (4-Hours)

This Course is designed to present students with an overview of the ways social media impacts and affects constables. This Course will provide students with an overview of social media, show examples of several social media platforms and service providers, demonstrate how social media can aid constables in doing their jobs, and provide practical and important knowledge to constables on how to maximize their safety and security when using social media. The primary focus of this Course is on appropriate use and safety and security; however, this Course will also provide some limited information on using social media for information collection and will also cover standards for social media. This Course also provides several examples and case studies of both appropriate and inappropriate use of social media by law enforcement. This Course includes a written examination.

40-Hour BASIC FIREARMS

The 40-Hour Basic Firearms Course is designed to provide an essential grounding in acceptable law enforcement techniques for any constable who is uncertified with a weapon and who is not precluded under State or Federal law from possessing or using a firearm. The Course consists of a series of lectures, laboratory activities, and practical exercises that provide a basic understanding in the safe manipulation of a service revolver/pistol. It starts with the presumption that the participant has little or no formal training. The Course stresses safe handling techniques, proper cleaning, correct weapons handling skills and marksmanship. As part of the training, the constable will be exposed to firing in reduced light and to interactive judgmental shooting scenarios. It is offered upon the conclusion of the 80-Hour Basic Training Course.

The CQC is divided into two stages. A shooter must qualify on each phase with a score of at least a 75%. The shooter who fails to pass one of the phases will be permitted to repeat the phase on which he or she did not meet the 75% threshold. This Course includes a written exam.

Prior to registering to attend the 40-Hour Basic Firearms training, all constables and deputy constables must complete and submit the PCCD Background Check Form (PCCD Form 214), which can be found on the PCCD website. After the form is submitted, PCCD staff will complete a Background Check to determine eligibility to enroll in the 40-Hour Basic Firearms Course.

4-Hour ANNUAL QUALIFICATION

At the July 9, 2018 Constables Education and Training Board (Board) meeting, the Board voted to eliminate the 20-Hour Annual and 20-Hour Advanced Firearms Training Courses and replace it with a 4-Hour Annual Qualification Course. The Pennsylvania Commission on Crime and Delinquency (PCCD) approved this change at its September 12, 2018 meeting. Constables will sign up for a 4-Hour Annual Qualification Course through the Constables Certification, Education and Training System (CCETS), as they would for any other training.

The 2019 4-Hour Annual Qualification Course will consist of a written test, administrative procedures, safety brief and firing the Constable Qualification Course (CQC) of fire. There will be no practice of the CQC. A Student Firearms Study Guide will be available in CCETS; constables must review and study this Guide prior to attending a 4-Hour Annual Qualification Course. The written test will be on the material in the Student Firearms Study Guide at the start of the 4-Hour Annual Qualification Course. If a constable fails
the written test after two attempts, they will be dismissed from the class and will not be given an opportunity to attempt to qualify.

The Student Firearms Study Guide is now available in CCETS, see instructions below.

Select “Training” in the upper right-hand corner of the home screen:

Select “Training Materials” from the drop-down list on the left-hand side of the CCETS screen:

You will then be able to search by Training Year and Class Type to see the documents pertaining to the appropriate class. Select the file name and a PDF file will open.

Constables are strongly encouraged to practice the CQC, for time, prior to signing up for a 4-Hour Annual Qualification Course. The CQC can be found on the PCCD website at: http://www.pccd.pa.gov/training/Documents/Constable%20Education%20and%20Training/Constable%20Forms/Constables%20Qualification%20Course%20of%20Fire.pdf.

Scoring will only take place at the end of each Phase. Constables are strongly encouraged to practice prior to attending a 4-Hour Annual Qualification Course. Constables should assess their strengths and weaknesses when shooting the CQC and focus their practice on what sections of the CQC they need to improve upon. Constables are encouraged to practice together, and see if their local association will conduct a range day to practice the CQC, or find a local firearms instructor for shooting assistance.
Second Weapons

During the 2019 4-Hour Annual Qualification and 40-Hour Basic Firearms Courses there will be no qualification of second weapons. Due to time constraints, only primary weapons will be allowed for qualification. The Board Regulations regarding New Weapons (Title 37§ 431.47(d)) or Malfunction of Weapons (Title 37, §431.47(f)) will still apply. The Board is aware of the importance for a constable to be qualified with a second weapon and is looking to make second weapon qualification available in 2020. If a constable has successfully qualified with a second weapon in 2018, the constable is qualified with that second weapon until December 31, 2019.

Remediation

There will be no remedial training if a constable fails a Phase of the CQC during the 2019 4-Hour Annual Qualification and 40-Hour Basic Firearms Courses. Constables will be allowed a second attempt at passing the failed Phase; however, there will be no remediation provided by the instructors. No training ammunition will be provided at the 4-Hour Annual Qualification Course.

If a constable fails either the 4-Hour Annual Qualification or 40-Hour Basic Firearms Course after two attempts, the constable will have failed the Course and will have to pay prior to enrolling in another 4-Hour Annual Qualification or 40-Hour Basic Firearms Course in 2019.
2019 Constables’ Firearms Qualification

The Constable Education and Training Board (“Board”) adopted several changes to the Constable Firearms Qualification Course in 2010. The dual phase qualification was retained, but now uses the more simplified NRA TQ-19 center mass target. The Course of fire reinforces the training received and duplicates “real world” scenarios while still insuring range safety. The Course of fire includes the use of barricades, the requirement to move to cover, and the use of verbal challenges in each stage.

*There have been no changes made to the Constable Qualification Course for 2019; however, shooters will only sign off on each Phase rather than each Stage on the range sheet.*

Highlights of the Qualification Course

**NRA TQ-19 Center Mass Target**

- The Course requires that a shooter score at least a 75% in each phase. The constable must qualify on both phases with a minimum raw score of at least 45 out of 60 points for each phase, for a total possible score of 120.
- Barricade Positions at the 15 and 25 Yard Stage.
- Barricade stages involve shooter moving to cover, approximately 1-2 yards.
- Shooters practice verbals once per stage.
- Maximum score moves from 300 (5 X 60) to 120 (2 X 60).

Participation in firearms qualification is limited to constables who are current with their training, insurance, and certification. Only constables and deputy constables who are currently in office, and who have achieved certification through Basic Training or the waiver examination, will be allowed to attend any Firearms Qualification Course. Current, valid certification is required before any constable or deputy constable can be enrolled or admitted to any Firearms Course. See Title 37 Law, Chapter 431, for regulations relating to the certification of constables and deputy constables.

Once certified to carry a firearm while performing the duties of a constable under §7148 of Act 49-2009, a constable or deputy constable must annually attend and successfully complete firearms qualification to remain certified to carry a firearm. An annual background check of each individual’s criminal history record is also conducted. Constables and deputy constables who desire firearms certification under §7148 of Act 49 must initially attend and successfully complete the 40-Hour Basic Firearms Training.
Constables who were previously certified to carry a firearm under Act 49 should schedule themselves to attend Annual Firearms Qualification. Firearms classes are distinguished by the following letters in the class ID number. “BF” stands for Basic Firearms and “AF” for Annual Firearms Qualification.

Necessary equipment for the constable participating in Firearms Qualification:

1.) Appropriate service handgun of one of the following calibers: 380, 38 Special, 357, 40, 45, 9mm. Refer to Title 37 Law, § 431.43 for regulations relating to firearms qualification.

2.) Appropriate reloading device (recommend at least three speed loaders or three magazines).

3.) Minimum of 60 rounds of service-type, factory ammunition for qualification (50 rounds for five-shot revolvers). Constables are encouraged to bring enough extra ammunition for second attempts to qualify (120 rounds total), if necessary. **Reloads are not permitted.**

4.) Duty belt and recommended Level 2 or higher security holster (per Pennsylvania Unified Judicial System’s Constable Policies, Procedures and Standards of Conduct, Section IV. Security and Transportation).

5.) Eye and ear protection, baseball cap, and clothing suitable for inclement weather.

**Please note:** The Training Delivery Contractor may reconfigure the sequence of individual classes to deal with environmental or physical facility issues. When scheduling your Firearms Qualification class, please keep in mind that range and weather conditions vary throughout Pennsylvania.

**Important Notice:** All constables and deputy constables will be required to supply the Program with their weapon information when enrolling into classes in CCETS. All weapon information will be available via drop down lists that have been populated with the exact makes, models, and calibers.
## 2019 Weapon Qualification
### Course of Fire

Semi-Automatic Pistols and 6-Shot Revolvers

<table>
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<th>Qualification 2019</th>
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<tbody>
<tr>
<td>60 total rounds – TQ-19 target</td>
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</table>

<table>
<thead>
<tr>
<th>Stage</th>
<th>Distance</th>
<th>Rounds</th>
<th>Time</th>
<th>Technique</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>1-2 yards</td>
<td>6 rounds 2/string</td>
<td>3 sec/string</td>
<td>One-handed  Close contact</td>
</tr>
<tr>
<td>2</td>
<td>5 yards</td>
<td>12 rounds 3/string</td>
<td>4 seconds per string</td>
<td>Standing  2 rounds center mass  Assess  1 round head  Untimed reload  Two handed</td>
</tr>
<tr>
<td>3</td>
<td>7 yards</td>
<td>12 rounds Varies</td>
<td>5 seconds per string  Reload 20 seconds</td>
<td>Standing  2 rounds center mass  Reload  Transfer to support hand  Post reload  Low ready  Non-shooting hand</td>
</tr>
</tbody>
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30 rounds have been fired – score Phase 1 and change targets

<table>
<thead>
<tr>
<th>Stage</th>
<th>Distance</th>
<th>Rounds</th>
<th>Time</th>
<th>Technique</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>10 yards</td>
<td>6 rounds 3/string</td>
<td>15 sec.</td>
<td>Standing  Weapon staged with 1 dummy round  3 rounds and clear failure to fire in 15 seconds  Reload and repeat</td>
</tr>
<tr>
<td>5</td>
<td>15 yards</td>
<td>12 rounds 2/string</td>
<td>8 sec.  4 sec.  6 sec.</td>
<td>Standing  Move to cover  From Right, 2 rounds (2x)  Transition to other side of cover, 2 rounds  Repeat from Left  Two handed</td>
</tr>
<tr>
<td>6</td>
<td>25 yards</td>
<td>12 rounds Varies</td>
<td>Varies</td>
<td>Standing  Move to cover  From Right, 3 rounds – 12 seconds  Aimed in, 2 rounds – 9 seconds  Aimed in, 1 round – 6 seconds  Repeat from Left</td>
</tr>
</tbody>
</table>

Score Phase 2 and grand total

*Note: All stages begin from snapped-in holster unless otherwise indicated.*
## 2019 Weapon Qualification
### Course of Fire

### 5-Shot Revolvers

<table>
<thead>
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<th>Qualification 2019</th>
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<tr>
<td>50 total rounds – TQ-19 target</td>
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<table>
<thead>
<tr>
<th>Stage</th>
<th>Distance</th>
<th>Rounds</th>
<th>Time</th>
<th>Technique</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1-2 yards</td>
<td>5 rounds 2/string</td>
<td>3 sec/string</td>
<td>One-handed Close contact</td>
</tr>
<tr>
<td>2</td>
<td>5 yards</td>
<td>10 rounds 3/string</td>
<td>4 seconds per string</td>
<td>Standing 2 rounds center mass Assess 1 round head Untimed reload Two handed</td>
</tr>
<tr>
<td>3</td>
<td>7 yards</td>
<td>10 rounds Varies</td>
<td>5 seconds per string Reload 20 seconds</td>
<td>Standing 2 rounds center mass Reload Transfer to support hand Post reload Low ready Non-shooting hand</td>
</tr>
</tbody>
</table>

25 rounds have been fired – score Phase 1 and change targets

<table>
<thead>
<tr>
<th>Stage</th>
<th>Distance</th>
<th>Rounds</th>
<th>Time</th>
<th>Technique</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>10 yards</td>
<td>5 rounds 3/string</td>
<td>15 sec.</td>
<td>Standing Weapon staged with 1 dummy round 3 rounds and clear failure to fire in 15 seconds Reload and repeat</td>
</tr>
<tr>
<td>5</td>
<td>15 yards</td>
<td>10 rounds 2/string</td>
<td>8 sec. 4 sec. 6 sec.</td>
<td>Standing Move to cover From Right, 2 rounds (2x) Transition to other side of cover 1 round Repeat from Left Two handed</td>
</tr>
<tr>
<td>6</td>
<td>25 yards</td>
<td>10 rounds Varies</td>
<td>Varies</td>
<td>Standing Move to cover From Right, 3 rounds – 12 seconds Aimed in, 2 rounds – 9 seconds Aimed in Repeat from Left</td>
</tr>
</tbody>
</table>

Score Phase 2 and grand total

**Note:** All stages begin from snapped-in holster unless otherwise indicated.
On-Line Course Enrollment

Constables’ Certification, Education and Training System (CCETS)

The PCCD has made access to the Constables’ Certification, Education and Training System (CCETS) available from the PCCD website. A constable's personal information can be accessed only after the constable has properly identified himself during the process of signing-in to the CCETS system.

NAVIGATING THE PCCD WEBSITE

1. Go to:  [www.pccd.pa.gov](http://www.pccd.pa.gov)

2. When the PCCD Home Page opens, click on the “TRAINING” link in the middle of the page under the picture.

3. You will see “Constables’ Education and Training Board” on the left side of the page. Click on the title and this will take you to the full Constables Education and Training Board webpage.

4. Then, select the link for “Register/Login to CCETS” on the right side of the page.

5. Once logged into CCETS, you can access your personal information and enroll in a class.

Constables can enroll for training via the Internet:

A constable can search the training schedule by region and type of training, select a class, and enroll in it online. When a class is full, the system closes that class and only accepts enrollments from the waiting list. A constable is also able to cancel his or her enrollment for one class and enroll in a different class simultaneously. The system will not allow a constable to enroll in more than one class of a particular type at any given time. The system builds class rosters and automatically moves the first person from the waiting list to the class roster when another constable cancels his or her enrollment. It also tracks who has canceled out of a class.

Training Enrollment Form (to enroll by mail or fax)

Class enrollment with the appropriate regional Training Delivery Contractor is required prior to attending any class. Training classes are filled on a first-come, first-served basis. Class space is limited due to the availability of training facilities, and to provide a proper training environment. **Class enrollments cannot be accepted over the telephone.**

To enroll by mail or fax, complete an Enrollment Form and mail or fax it directly to the appropriate regional Training Delivery Contractor. Please reference page 5 or each individual region’s schedule for the appropriate fax number. **Do not send enrollment forms to PCCD.**

All training enrollment questions should be referred to the appropriate regional Training Delivery Contractor. **Constables cannot enroll in classes by calling, emailing, or mailing PCCD.**
Highlights of the CCETS Website for the Constable User

Please Note: All of the following features are only accessible to constables who are registered in CCETS.

Navigation through CCETS is mainly by using the various categories and triangles on the left side. By clicking a triangle, it will expand and provide more links under that category. Also by clicking on the “Help” link on the screen, a word document will open and provide further information about that screen.

A user can also navigate by using the tabs on the upper right, shown below:

By clicking on the “Constable” a user will see all their basic information. On the upper right side of the screen is a quick snapshot of a constable or deputy’s status regarding certification.

The information on this dashboard will be updated as a constable renews insurance, completes training or has term dates updated by the Clerk of Courts. The Clerk of Courts will have direct access to CCETS to update the constables’ liability insurance and term dates.
By clicking on the “Training” tab, a constable will be able to enroll in a Course. The constable will also be able to view his/her training history.

The class schedule is where constables can search for classes by Region, type of class, or date.
NORTH WEST REGION
Armstrong, Butler, Clarion, Crawford, Elk, Erie, Forest, Jefferson, Lawrence, McKean, Mercer, Venango and Warren Counties

Penn State Fayette, The Eberly Campus
To register, a completed Standard Enrollment Form must be mailed or faxed to:
Penn State Fayette, The Eberly Campus
Constable Training
Center for Community and Public Safety
2201 University Drive
Lemont Furnace, PA 15456
ATTN: Robert Harford
Telephone: (724) 430-4114
Fax: (724) 430-4113
E-mail: constabletraining@psu.edu
Website: http://fayette.psu.edu/act-49-pennsylvania-constable-training

8-Hour Continuing Education

Mar 23, 2019
NW01CE19
Sat 23 (08:00AM-05:00PM)
Brookville High School
Brookville, PA

Mar 30, 2019
NW02CE19
Sat 30 (08:00AM-05:00PM)
PSU Behrend
Erie, PA

Oct 26, 2019
NW03CE19
Sat 26 (08:00AM-05:00PM)
Slippery Rock University
Slippery Rock, PA

4-Hour Annual Qualification

May 11, 2019 (AM)
NW01AF19
Sat 11 (08:00AM-12:00PM)
Moraine Sportsmens Club
Slippery Rock, PA

May 11, 2019 (PM)
NW02AF19
Sat 11 (01:30PM-05:30PM)
Moraine Sportsmens Club
Slippery Rock, PA
<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 18, 2019 (AM)</td>
<td>Sat 18 (08:00AM-12:00PM)</td>
<td>Gilpin Rifle Range</td>
<td>Leechburg, PA</td>
</tr>
<tr>
<td>May 18, 2019 (PM)</td>
<td>Sat 18 (01:30PM-05:30PM)</td>
<td>Gilpin Rifle Range</td>
<td>Leechburg, PA</td>
</tr>
<tr>
<td>Jun 08, 2019 (AM)</td>
<td>Sat 08 (08:00AM-12:00PM)</td>
<td>Gem City Gun Club</td>
<td>Erie, PA</td>
</tr>
<tr>
<td>Jun 08, 2019 (PM)</td>
<td>Sat 08 (01:30PM-05:30PM)</td>
<td>Gem City Gun Club</td>
<td>Erie, PA</td>
</tr>
<tr>
<td>Oct 12, 2019 (AM)</td>
<td>Sat 12 (08:00AM-12:00PM)</td>
<td>Moraine Sportsmens Club</td>
<td>Slippery Rock, PA</td>
</tr>
<tr>
<td>Oct 12, 2019 (PM)</td>
<td>Sat 12 (01:30PM-05:30PM)</td>
<td>Moraine Sportsmens Club</td>
<td>Slippery Rock, PA</td>
</tr>
</tbody>
</table>
NORTH CENTRAL REGION
Cameron, Centre, Clearfield, Clinton, Lycoming, Montour, Northumberland, Potter, Snyder, Tioga and Union Counties

Indiana University of Pennsylvania
To register, a completed Standard Enrollment Form must be mailed or faxed to:
Indiana University of Pennsylvania
Constable Training
R&P Building, Room 30,
629 Fisher Avenue
Indiana, PA 15705
ATTN: Michael J Marcantino
Telephone: (724) 549-1929
Fax: (724) 357-4090
Website: http://www.iup.edu/crimjustice
E-mail: mjmarcan@iup.edu

8-Hour Continuing Education
Mar 16, 2019
NC01CE19
Sat 16 (08:00AM-05:00PM)
Centre LifeLink
State College, PA

4-Hour Annual Qualification
Apr 27, 2019 (AM)
NC01AF19
Sat 27 (08:00AM-12:00PM)
Keystone Sportsmen Assoc.
Muncy, PA

Apr 27, 2019 (PM)
NC02AF19
Sat 27 (01:30PM-05:30PM)
Keystone Sportsmen Assoc.
Muncy, PA
NORTH EAST REGION

**Temple University**

To register, a completed Standard Enrollment Form must be mailed or faxed to:
Temple University
Constable Training
580 Meetinghouse Road
West Hall Room 123
Ambler, PA 19002
ATTN: Deidre Beiter
Telephone: (267) 468-8331  
Fax: (267) 468-8660  
Website: www.temple.edu/cjtp  
E-mail: deidre.sherman@temple.edu

**8-Hour Continuing Education**

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Feb 09, 2019</td>
<td>Marywood University</td>
<td>Scranton, PA</td>
</tr>
<tr>
<td>NE01CE19</td>
<td>Sat 09 (08:00AM-05:00PM)</td>
<td></td>
</tr>
<tr>
<td>Apr 27, 2019</td>
<td>Luzerne Comm. College</td>
<td>Nanticoke, PA</td>
</tr>
<tr>
<td>NE02CE19</td>
<td>Sat 27 (08:00AM-05:00PM)</td>
<td></td>
</tr>
<tr>
<td>Jun 15, 2019</td>
<td>Marywood University</td>
<td>Scranton, PA</td>
</tr>
<tr>
<td>NE03CE19</td>
<td>Sat 15 (08:00AM-05:00PM)</td>
<td></td>
</tr>
<tr>
<td>Aug 17, 2019</td>
<td>Marywood University</td>
<td>Scranton, PA</td>
</tr>
<tr>
<td>NE04CE19</td>
<td>Sat 17 (08:00AM-05:00PM)</td>
<td></td>
</tr>
<tr>
<td>Sep 28, 2019</td>
<td>Luzerne Comm. College</td>
<td>Nanticoke, PA</td>
</tr>
<tr>
<td>NE05CE19</td>
<td>Sat 28 (08:00AM-05:00PM)</td>
<td></td>
</tr>
<tr>
<td>Oct 12, 2019</td>
<td>Luzerne Comm. College</td>
<td>Nanticoke, PA</td>
</tr>
<tr>
<td>NE06CE19</td>
<td>Sat 12 (08:00AM-05:00PM)</td>
<td></td>
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</table>
### 4-Hour Annual Qualification

<table>
<thead>
<tr>
<th>Date</th>
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<tbody>
<tr>
<td>May 18, 2019 (AM)</td>
<td>NE01AF19</td>
<td>Cabin Armory</td>
</tr>
<tr>
<td></td>
<td>Sat 18 (08:00AM-12:00PM)</td>
<td>Wilkes Barre, PA</td>
</tr>
<tr>
<td>May 18, 2019 (PM)</td>
<td>NE02AF19</td>
<td>Cabin Armory</td>
</tr>
<tr>
<td></td>
<td>Sat 18 (01:30PM-05:30PM)</td>
<td>Wilkes Barre, PA</td>
</tr>
<tr>
<td>Jun 08, 2019 (AM)</td>
<td>NE03AF19</td>
<td>Silver Brook Rod &amp; Gun</td>
</tr>
<tr>
<td></td>
<td>Sat 08 (08:00AM-12:00PM)</td>
<td>McAdoo, PA</td>
</tr>
<tr>
<td>Jun 08, 2019 (PM)</td>
<td>NE04AF19</td>
<td>Silver Brook Rod &amp; Gun</td>
</tr>
<tr>
<td></td>
<td>Sat 08 (01:30PM-05:30PM)</td>
<td>McAdoo, PA</td>
</tr>
<tr>
<td>Jul 20, 2019 (AM)</td>
<td>NE05AF19</td>
<td>Cabin Armory</td>
</tr>
<tr>
<td></td>
<td>Sat 20 (08:00AM-12:00PM)</td>
<td>Wilkes Barre, PA</td>
</tr>
<tr>
<td>Jul 20, 2019 (PM)</td>
<td>NE06AF19</td>
<td>Cabin Armory</td>
</tr>
<tr>
<td></td>
<td>Sat 20 (01:30PM-05:30PM)</td>
<td>Wilkes Barre, PA</td>
</tr>
<tr>
<td>Oct 06, 2019 (AM)</td>
<td>NE07AF19</td>
<td>Silver Brook Rod &amp; Gun</td>
</tr>
<tr>
<td></td>
<td>Sun 06 (08:00AM-12:00PM)</td>
<td>McAdoo, PA</td>
</tr>
</tbody>
</table>
SOUTH WEST REGION
Allegheny, Beaver, Cambria, Fayette, Greene, Indiana, Somerset, Washington and Westmoreland Counties

Penn State Fayette, The Eberly Campus

To register, a completed Standard Enrollment Form must be mailed or faxed to:
Penn State Fayette, The Eberly Campus
Constable Training
Center for Community and Public Safety
2201 University Drive
Lemont Furnace, PA 15456
ATTN: Robert Harford
Telephone: (724) 430-4114
Fax: (724) 430-4113
E-mail: constabletraining@psu.edu

Website: http://fayette.psu.edu/act-49-pennsylvania-constable-training

8-Hour Continuing Education

Jan 19, 2019
SW01CE19
Sat 19 (08:00AM-05:00PM)

Jan 26, 2019
SW02CE19
Sat 26 (08:00AM-05:00PM)

Feb 09, 2019
SW03CE19
Sat 09 (08:00AM-05:00PM)

Feb 23, 2019
SW04CE19
Sat 23 (08:00AM-05:00PM)

Mar 09, 2019
SW05CE19
Sat 09 (08:00AM-05:00PM)

Mar 16, 2019
SW06CE19
Sat 16 (08:00AM-05:00PM)

PSU Greater Allegheny
McKeesport, PA, PA

PSU Greater Allegheny
McKeesport, PA, PA

PSU-Fayette Campus
Lemont Furnace, PA

PSU Greater Allegheny
McKeesport, PA, PA

PSU-New Kensington SW
New Kensington, PA

PSU-Beaver Campus
Monaca, PA
8-Hour Continuing Education (continued…)

Sep 14, 2019  
SW07CE19  
Sat 14 (08:00AM-05:00PM)  
PSU-New Kensington SW  
New Kensington, PA

Sep 28, 2019  
SW08CE19  
Sat 28 (08:00AM-05:00PM)  
PSU-Fayette Campus  
Lemont Furnace, PA

Oct 05, 2019  
SW09CE19  
Sat 05 (08:00AM-05:00PM)  
PSU Greater Allegheny  
McKeesport, PA, PA

Oct 19, 2019  
SW10CE19  
Sat 19 (08:00AM-05:00PM)  
PSU-Beaver Campus  
Monaca, PA

4-Hour Annual Qualification

Apr 07, 2019 (AM)  
SW01AF19  
Sun 07 (08:00AM-12:00PM)  
Westmoreland Co. Comm. College-Public Safety Center  
Smithton, PA

Apr 07, 2019 (PM)  
SW02AF19  
Sun 07 (01:30PM-05:30PM)  
Westmoreland Co. Comm. College-Public Safety Center  
Smithton, PA

Apr 13, 2019 (AM)  
SW03AF19  
Sat 13 (08:00AM-12:00PM)  
Westmoreland Co. Comm. College-Public Safety Center  
Smithton, PA

Apr 13, 2019 (PM)  
SW04AF19  
Sat 13 (01:30PM-05:30PM)  
Westmoreland Co. Comm. College-Public Safety Center  
Smithton, PA

Apr 27, 2019 (AM)  
SW05AF19  
Sat 27 (08:00AM-12:00PM)  
Steel Rivers COG Range  
Elizabeth, PA
<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apr 27, 2019 (PM)</td>
<td></td>
<td>Steel Rivers COG Range</td>
<td>Elizabeth, PA</td>
</tr>
<tr>
<td>SW06AF19</td>
<td>Sat 27 (01:30PM-05:30PM)</td>
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</tr>
<tr>
<td>Jun 15, 2019 (AM)</td>
<td></td>
<td>Fayette County Range</td>
<td>Uniontown, PA</td>
</tr>
<tr>
<td>SW07AF19</td>
<td>Sat 15 (08:00AM-12:00PM)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jun 15, 2019 (PM)</td>
<td></td>
<td>Fayette County Range</td>
<td>Uniontown, PA</td>
</tr>
<tr>
<td>SW08AF19</td>
<td>Sat 15 (01:30PM-05:30PM)</td>
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</tr>
<tr>
<td>Sep 07, 2019 (AM)</td>
<td></td>
<td>Westmoreland Co. Comm. College-Public Safety Center</td>
<td>Smithton, PA</td>
</tr>
<tr>
<td>SW09AF19</td>
<td>Sat 07 (08:00AM-12:00PM)</td>
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</tr>
<tr>
<td>Sep 07, 2019 (PM)</td>
<td></td>
<td>Westmoreland Co. Comm. College-Public Safety Center</td>
<td>Smithton, PA</td>
</tr>
<tr>
<td>SW10AF19</td>
<td>Sat 07 (01:30PM-05:30PM)</td>
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<tr>
<td>Sep 21, 2019 (AM)</td>
<td></td>
<td>Steel Rivers COG Range</td>
<td>Elizabeth, PA</td>
</tr>
<tr>
<td>SW11AF19</td>
<td>Sat 21 (08:00AM-12:00PM)</td>
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<td>Sep 21, 2019 (PM)</td>
<td></td>
<td>Steel Rivers COG Range</td>
<td>Elizabeth, PA</td>
</tr>
<tr>
<td>SW12AF19</td>
<td>Sat 21 (01:30PM-05:30PM)</td>
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</tr>
<tr>
<td>Oct 19, 2019 (AM)</td>
<td></td>
<td>Fayette County Range</td>
<td>Uniontown, PA</td>
</tr>
<tr>
<td>SW13AF19</td>
<td>Sat 19 (08:00AM-12:00PM)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
SOUTH CENTRAL REGION
Adams, Bedford, Blair, Cumberland, Dauphin, Franklin, Fulton, Huntingdon, Juniata, Lancaster, Lebanon, Mifflin, Perry, Schuylkill and York Counties

Indiana University of Pennsylvania
To register, a completed Standard Enrollment Form must be mailed or faxed to:
Indiana University of Pennsylvania
Constable Training
R&P Building, Room 30,
629 Fisher Avenue
Indiana, PA 15705
ATTN: Michael J Marcantino
Telephone: (724) 549-1929
Fax: (724) 357-4090
Website: http://www.iup.edu/crimjustice
E-mail: mjmarcan@iup.edu

80-Hour Basic Training
Apr 26 - May 19, 2019
Dixon University Center
SC01BT19
Harrisburg, PA
Fri 26 (06:00PM-10:00PM); Sat 27 (08:00AM-05:00PM); Sun 28 (08:00AM-05:00PM); Fri 03 (06:00PM-10:00PM); Sat 04 (08:00AM-05:00PM); Sun 05 (08:00AM-05:00PM); Fri 10 (06:00PM-10:00PM); Sat 11 (08:00AM-05:00PM); Sun 12 (08:00AM-05:00PM); Fri 17 (06:00PM-10:00PM); Sat 18 (08:00AM-05:00PM); Sun 19 (08:00AM-05:00PM)

8-Hour Continuing Education
Jan 12, 2019
Lancaster Co. Public Safety Center
SC01CE19
Manheim, PA
Sat 12 (08:00AM-05:00PM)

Feb 02, 2019
Excelsior Fire Co.
SC02CE19
Bellwood, PA
Sat 02 (08:00AM-05:00PM)

Feb 09, 2019
Dixon University Center
SC03CE19
Harrisburg, PA
Sat 09 (08:00AM-05:00PM)

Mar 23, 2019
Adams County Dept. of Emergency Services
SC04CE19
Gettysburg, PA
Sat 23 (08:00AM-05:00PM)
8-Hour Continuing Education (continued…)

Mar 30, 2019
**SC05CE19**
*Sat 30 (08:00AM-05:00PM)*
Pleasant Hall VFD
Pleasant Hall, PA

Apr 06, 2019
**SC06CE19**
*Sat 06 (08:00AM-05:00PM)*
Lancaster Co. Public Safety Center
Manheim, PA

Apr 13, 2019
**SC07CE19**
*Sat 13 (08:00AM-05:00PM)*
York Co. Control Center
York, PA

Sep 21, 2019
**SC08CE19**
*Sat 21 (08:00AM-05:00PM)*
Dixon University Center
Harrisburg, PA

Oct 05, 2019
**SC09CE19**
*Sat 05 (08:00AM-05:00PM)*
Dixon University Center
Harrisburg, PA

4-Hour Annual Qualification

Mar 30, 2019 (AM)
**SC01AF19**
*Sat 30 (08:00AM-12:00PM)*
Lancaster Co. Public Safety Center
Manheim, PA

Mar 30, 2019 (PM)
**SC02AF19**
*Sat 30 (01:30PM-05:30PM)*
Lancaster Co. Public Safety Center
Manheim, PA

Apr 13, 2019 (AM)
**SC03AF19**
*Sat 13 (08:00AM-12:00PM)*
Steelton Police Range
Steelton, PA

Apr 20, 2019 (AM)
**SC04AF19**
*Sat 20 (08:00AM-12:00PM)*
York FOP Range
York, PA
4-Hour Annual Qualification (continued…)

Apr 20, 2019 (PM) York FOP Range
SC05AF19 York, PA
Sat 20 (01:30PM-05:30PM)

May 11, 2019 (AM) South Central-Hollidaysburg Sportmens Club
SC06AF19 Hollidaysburg, PA
Sat 11 (08:00AM-12:00PM)

May 11, 2019 (PM) South Central-Hollidaysburg Sportmens Club
SC07AF19 Hollidaysburg, PA
Sat 11 (01:30PM-05:30PM)

May 18, 2019 (AM) McSherrystown Fish and Game Assoc.
SC08AF19 New Oxford, PA
Sat 18 (08:00AM-12:00PM)

May 18, 2019 (PM) McSherrystown Fish and Game Assoc.
SC09AF19 New Oxford, PA
Sat 18 (01:30PM-05:30PM)

Oct 12, 2019 (AM) Palmyra Sportmens Assoc.
SC10AF19 Annville, PA
Sat 12 (08:00AM-12:00PM)

Oct 12, 2019 (PM) Palmyra Sportmens Assoc.
SC11AF19 Annville, PA
Sat 12 (01:30PM-05:30PM)

40-Hour Basic Firearms

Jan 18 - Jan 27, 2019 Lancaster Co. Public Safety Center
SC01BF19 Manheim, PA
Fri 18 (06:00PM-10:00PM); Sat 19 (08:00AM-05:00PM); Sun 20 (08:00AM-05:00PM); Fri 25 (06:00PM-10:00PM);
Sat 26 (08:00AM-05:00PM); Sun 27 (08:00AM-05:00PM)

Jun 14 - Jun 23, 2019 Lancaster Co. Public Safety Center
SC02BF19 Manheim, PA
Fri 14 (06:00PM-10:00PM); Sat 15 (08:00AM-05:00PM); Sun 16 (08:00AM-05:00PM); Fri 21 (06:00PM-10:00PM);
Sat 22 (08:00AM-05:00PM); Sun 23 (08:00AM-05:00PM)
SOUTH EAST REGION
Berks, Bucks, Chester, Delaware, Lehigh, Montgomery, Northampton and Philadelphia Counties

Temple University

To register, a completed Standard Enrollment Form must be mailed or faxed to:
Temple University
Constable Training
580 Meetinghouse Road
West Hall Room 123
Ambler, PA 19002
ATTN: Deidre Beiter
Telephone: (267) 468-8331
Fax: (267) 468-8660
Website: www.temple.edu/cjtp
E-mail: deidre.sherman@temple.edu

8-Hour Continuing Education

Feb 02, 2019
SE01CE19
Sat 02 (08:00AM-05:00PM)
Goodwill Fire Company
Pottstown, PA

Feb 17, 2019
SE02CE19
Sun 17 (08:00AM-05:00PM)
DELCO
Sharon Hill, PA

Mar 16, 2019
SE03CE19
Sat 16 (08:00AM-05:00PM)
Lehigh Valley Hospital
Allentown, PA

Apr 13, 2019
SE04CE19
Sat 13 (08:00AM-05:00PM)
Temple-Ambler Campus
Ambler, PA

May 11, 2019
SE05CE19
Sat 11 (08:00AM-05:00PM)
Chester Co. Govt. Services Ctr.
West Chester, PA

Jun 01, 2019
SE06CE19
Sat 01 (08:00AM-05:00PM)
PSU-Berks Campus
Reading, PA
8-Hour Continuing Education (continued…)

Aug 10, 2019
SE07CE19
Sat 10 (08:00AM-05:00PM)
DELCO
Sharon Hill, PA

Aug 24, 2019
SE08CE19
Sat 24 (08:00AM-05:00PM)
Lehigh Valley Hospital
Allentown, PA

Sep 14, 2019
SE09CE19
Sat 14 (08:00AM-05:00PM)
Lehigh Valley Hospital
Allentown, PA

Oct 26, 2019
SE10CE19
Sat 26 (08:00AM-05:00PM)
Temple-Ambler Campus
Ambler, PA

4-Hour Annual Qualification

Jan 26, 2019 (AM)
SE01AF19
Sat 26 (08:00AM-12:00PM)
CP Tactical Solutions
Sinking Spring (Reading), PA

Mar 23, 2019 (AM)
SE02AF19
Sat 23 (08:00AM-12:00PM)
Hellertown Sportsman Assoc.
Hellertown, PA

Mar 23, 2019 (PM)
SE03AF19
Sat 23 (01:30PM-05:30PM)
Hellertown Sportsman Assoc.
Hellertown, PA

May 04, 2019 (AM)
SE04AF19
Sat 04 (08:00AM-12:00PM)
DELCO
Sharon Hill, PA

May 04, 2019 (PM)
SE05AF19
Sat 04 (01:30PM-05:30PM)
DELCO
Sharon Hill, PA
4-Hour Annual Qualification (continued…)

Jul 13, 2019 (AM)  
**SE06AF19**  
Sat 13 (08:00AM-12:00PM)  
Hellertown Sportsman Assoc.  
Hellertown, PA

Jul 13, 2019 (PM)  
**SE07AF19**  
Sat 13 (01:30PM-05:30PM)  
Hellertown Sportsman Assoc.  
Hellertown, PA

Jul 27, 2019 (AM)  
**SE08AF19**  
Sat 27 (08:00AM-12:00PM)  
Hellertown Sportsman Assoc.  
Hellertown, PA

Jul 27, 2019 (PM)  
**SE09AF19**  
Sat 27 (01:30PM-05:30PM)  
Hellertown Sportsman Assoc.  
Hellertown, PA

Aug 05, 2019 (AM)  
**SE10AF19**  
Mon 05 (08:00AM-12:00PM)  
Ready Aim Fire (RAF)  
Bristol, PA

Aug 05, 2019 (PM)  
**SE11AF19**  
Mon 05 (01:30PM-05:30PM)  
Ready Aim Fire (RAF)  
Bristol, PA

Sep 07, 2019 (AM)  
**SE12AF19**  
Sat 07 (08:00AM-12:00PM)  
Hellertown Sportsman Assoc.  
Hellertown, PA

Sep 07, 2019 (PM)  
**SE13AF19**  
Sat 07 (01:30PM-05:30PM)  
Hellertown Sportsman Assoc.  
Hellertown, PA

Oct 19, 2019 (AM)  
**SE14AF19**  
Sat 19 (08:00AM-12:00PM)  
DELCO  
Sharon Hill, PA

Oct 19, 2019 (PM)  
**SE15AF19**  
Sat 19 (01:30PM-05:30PM)  
DELCO  
Sharon Hill, PA
Training Enrollment Form
80-HOUR BASIC TRAINING

PLEASE NOTE: Print completed form, sign and date it, and FAX or MAIL DIRECTLY to the APPROPRIATE TRAINING DELIVERY CONTRACTOR. DO NOT SEND OR FAX TO PCCD.

80-HOUR BASIC TRAINING (BT)

<table>
<thead>
<tr>
<th>FIRST CHOICE CLASS ID NUMBER:</th>
<th>B T 1 9</th>
</tr>
</thead>
<tbody>
<tr>
<td>LOCATION:</td>
<td></td>
</tr>
<tr>
<td>SECOND CHOICE CLASS ID NUMBER:</td>
<td>B T 1 9</td>
</tr>
<tr>
<td>LOCATION:</td>
<td></td>
</tr>
</tbody>
</table>

NAME:  
Last: 
First: 
MI: 

MAILING ADDRESS:  

COUNTY:  
DATE OF BIRTH:  

BUSINESS TELEPHONE:  

BUSINESS FAX NUMBER:  

EMAIL ADDRESS:  

APPLICANT’S UNDERSTANDING AND SIGNATURE
By signing my name below, I am stating that the information given on this enrollment form is true and correct to the best of my knowledge.

Signature of Applicant  
Date
Training Enrollment Form
8-HOUR CONTINUING EDUCATION

PLEASE NOTE: Print completed form, sign and date it, and FAX or MAIL DIRECTLY to the APPROPRIATE TRAINING DELIVERY CONTRACTOR. DO NOT SEND OR FAX TO PCCD.

8-HOUR CONTINUING EDUCATION (CE)

FIRST CHOICE CLASS ID NUMBER: ☐ ☐ ☐ ☐ ☐ ☐ CE 1 9
LOCATION: ________________________________

SECOND CHOICE CLASS ID NUMBER: ☐ ☐ ☐ ☐ ☐ ☐ CE 1 9
LOCATION: ________________________________

NAME:
Last First MI

CERTIFICATION NUMBER: ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐

MAILING ADDRESS:
_________________________________________
_________________________________________

BUSINESS TELEPHONE: ________________________

BUSINESS FAX NUMBER: _______________________

EMAIL ADDRESS: _____________________________

APPLICANT’S UNDERSTANDING AND SIGNATURE
I am, as of this date, an active Constable or Deputy Constable and eligible to take this training. Further, I will inform the training school of any changes in my status as a constable or deputy constable that may occur between now and the conclusion of the training program for which I am now registering. By signing my name below, I am stating that the information given on this enrollment form and the above affirmation is true and correct to the best of my knowledge.

__________________________  _______________________
Signature of Applicant       Date

PCCD Con Ed Enrollment Form (REV 11/2018)
CETB FIREARMS ENROLLMENT FORM

**Please Note:** Print completed form, sign and date it, and FAX or mail directly to the appropriate Training Delivery Contractor. Do not send or fax to PCCD. If you have never successfully completed Act 49 Basic Firearms Training, you must enroll in the 40-Hour Basic Firearms Training.

### 40-HOUR BASIC FIREARMS TRAINING (Class ID contains “BF” then year “19”)

<table>
<thead>
<tr>
<th>FIRST CHOICE CLASS ID NUMBER:</th>
<th>B F 1 9</th>
</tr>
</thead>
<tbody>
<tr>
<td>LOCATION:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SECOND CHOICE CLASS ID NUMBER:</th>
<th>B F 1 9</th>
</tr>
</thead>
<tbody>
<tr>
<td>LOCATION:</td>
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</tbody>
</table>

### 4-HOUR ANNUAL QUALIFICATION (Class ID contains “AF” then year “19”)

<table>
<thead>
<tr>
<th>FIRST CHOICE CLASS ID NUMBER:</th>
<th>A F 1 9</th>
</tr>
</thead>
<tbody>
<tr>
<td>LOCATION:</td>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>SECOND CHOICE CLASS ID NUMBER:</th>
<th>A F 1 9</th>
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</thead>
<tbody>
<tr>
<td>LOCATION:</td>
<td></td>
</tr>
</tbody>
</table>

**NAME:**  
Last:  
First:  
MI:  

Certification Number: 

**MAILING ADDRESS:**  
Business Telephone:  
Business Fax Number:  
Email Address:  

**APPLICANT’S UNDERSTANDING AND SIGNATURE**

I am, as of this date, an active Constable or Deputy Constable and eligible to take this training. Further, I will inform the training school of any changes in my status as a constable or deputy constable that may occur between now and the conclusion of the training program for which I am now registering. By signing my name below, I am stating that the information given on this enrollment form and the above affirmation is true and correct to the best of my knowledge.

**Signature of Applicant**  
**Date**
Handgun Registration
for
Firearms Courses

Please provide the following information for your weapon that you will use to qualify with at the firearms qualification session for which you are registering. This would be the weapon that will be carried and used by you when conducting your duties as a Constable. You must provide a properly fitting, secure, Level 2 holster for the weapon you use and provide factory new ammunition for each qualification attempt.

<table>
<thead>
<tr>
<th>WEAPON INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Make (Brand)</td>
</tr>
<tr>
<td>Caliber</td>
</tr>
<tr>
<td>Serial Number</td>
</tr>
<tr>
<td>Model (Name or Number)</td>
</tr>
<tr>
<td>Semi-Auto/Revolver</td>
</tr>
</tbody>
</table>

APPLICANT’S UNDERSTANDING AND SIGNATURE

I am, as of this date, a Certified Constable or Deputy Constable and eligible to take this training. Further, I will inform the training school of any changes in my status as a Constable or Deputy Constable that may occur between now and the conclusion of the training program for which I am now registering. By signing my name below, I am stating that the information given on this enrollment form and the above affirmation is true and correct to the best of my knowledge.

<table>
<thead>
<tr>
<th>Signature of Applicant</th>
<th>Date</th>
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</thead>
</table>

PCCD Firearms Enrollment Form (REV 11/2018)
Enrollment Transfer Form  
Act 49 Constables Training Courses  

PLEASE NOTE: Print completed form, sign and date it, and FAX or MAIL DIRECTLY to the APPROPRIATE TRAINING DELIVERY CONTRACTOR. DO NOT SEND OR FAX TO PCCD. **ONLY USE THIS FORM TO REQUEST AN ENROLLMENT TRANSFER.

TRAINING CLASS TYPE: ____________________________  
(i.e. Basic, Continuing Education, Firearms (Basic or Annual))

<table>
<thead>
<tr>
<th>CURRENT ENROLLMENT CLASS ID NUMBER:</th>
<th>1 9</th>
</tr>
</thead>
<tbody>
<tr>
<td>LOCATION:</td>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>TRANSFER ENROLLMENT TO CLASS ID NUMBER:</th>
<th>1 9</th>
</tr>
</thead>
<tbody>
<tr>
<td>LOCATION:</td>
<td></td>
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</table>

NAME:  
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<th>MI</th>
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CERTIFICATION NUMBER:  
|                               |     |

COUNTY: ____________________________

MAILING ADDRESS:  

<table>
<thead>
<tr>
<th>BUSINESS TELEPHONE:</th>
<th></th>
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</thead>
</table>

<table>
<thead>
<tr>
<th>BUSINESS FAX NUMBER:</th>
<th></th>
</tr>
</thead>
</table>

EMAIL ADDRESS:  

APPLICANT’S UNDERSTANDING AND SIGNATURE: I am, as of this date, an active Constable or Deputy Constable and eligible to take this training. Further, I will inform the training school of any changes in my status as a Constable or Deputy Constable that may occur between now and the conclusion of the training program for which I am now registering. By signing my name below, I am stating that the information given on this enrollment form and the above affirmation is true and correct to the best of my knowledge.

Signature of Applicant  
| Date |
|------|------|

PCCD Transfer Enrollment Form (REV 11/2018)