

Area of Interest: Public Safety and Legal Studies

## Police Foundations

Ontario College Diploma

Program Code: 0444X04FPM

42 Weeks

Pembroke Campus

### Our Program

#### **Your first step in preparing for a career in law enforcement.**

The two-year Police Foundations Ontario College Diploma program, delivered in a compressed format over 42 weeks, provides you with a foundational knowledge of the field of policing. Curriculum includes both theory and applied lessons in law enforcement - helping you prepare for the workforce. This program offers instruction in:

- police powers and procedures
- community law enforcement
- investigation processes
- diversity
- ethics
- communication

While there is a strong theoretical aspect to this program, there are many opportunities for hands-on learning in both labs and scenario rooms. There are various activities outside the classroom, such as community volunteering opportunities, and program-related initiatives.

The program prepares you to apply for and be tested for employment in law enforcement. As fitness is an important part of a career in law enforcement, you use an on-site fitness facility to prepare for physical fitness tests required by law enforcement agencies. In addition to your work in our fitness facility, you establish and maintain your own exercise schedule.

There are a number of potential job opportunities for graduates of this program in areas such as:

- municipal, provincial or federal police services
- military police service
- by-law services
- Canada Border Services Agency (CBSA)
- corrections
- security agencies

### **SUCCESS FACTORS**

This program is well-suited for students who:

- Possess good communication (written, verbal, technological) and interpersonal abilities.
- Are committed to serving the broad and diverse needs of their community.
- Have analytical and observational skills.

- Enjoy working as a team member.
- Lead a healthy and active lifestyle.

## Employment

The Police Foundations program can assist you in developing and enhancing your knowledge, skills and abilities for a career in policing and law enforcement. The Police Foundations program provides an excellent base for careers with policing services, Canada Border Services Agency, military police, Ministry of Transportation, private/corporate security and various correctional institutions.

It is highly recommended that applicants check the essential hiring requirements of the law enforcement agency to which they have an interest in applying. In addition, a vision and hearing test is strongly recommended. This information is provided to assist applicants in understanding the requirements of the agency.

In order to be considered for employment by a law enforcement agency, an individual who has been criminally convicted under a federal statute (other than the Youth Criminal Justice Act or the Young Offenders Act) must obtain a pardon prior to submitting an application. Agencies may charge a fee for this service.

Application criteria for police services in Ontario are outlined in the Ontario Police Services Act. An applicant must:

- be a Canadian citizen or a permanent resident of Canada
- be at least 18 years of age
- be physically and mentally able to perform the duties of the position
- be of good moral character and habits
- be a graduate of at least four years of secondary school education or its equivalent
- possess vision and hearing within acceptable standards
- possess a current Standard First Aid certificate and a current CPR certificate at time of hire
- have no criminal conviction for which a pardon has not been granted
- pass a medical examination

## Learning Outcomes

The graduate has reliably demonstrated the ability to:

- Complete all tasks in compliance with pertinent legislation, as well as policing standards, regulations and guidelines.
- Analyze all relevant information and make effective and legally defensible decisions in accordance with ethical and professional standards.
- Be accountable for one's actions when carrying out all tasks.
- Develop and implement ongoing effective strategies for personal and professional development.
- Ensure the respect of human rights and freedoms in all interactions.
- Work co-operatively in multidisciplinary teams to achieve mutual goals.
- Collaborate in the development and implementation of community policing strategies.
- Monitor, evaluate and document behaviours, situations and events accurately and discreetly in compliance with legal, professional, ethical and organizational requirements.

- Mitigate risks and maintain order by applying effective strategies in crisis, conflict and emergency situations.
- Take positive actions to help crime victims.
- Conduct investigations by collecting, documenting, preserving and presenting admissible evidence.
- Identify and apply discipline-specific practices that contribute to the local and global community through social responsibility, economic commitment and environmental stewardship.

## Program of Study

Level: 01	Courses	Hours
ENL7777	Communications I	42.0
PFP6002	Community Service	42.0
PFP7055	Police Powers, Ethics and Professionalism	42.0
PFP7063	Fitness and Nutrition	28.0
PFP7110	Canadian Criminal Justice System	42.0
PFP7131	Introduction to Sociology	42.0
PFP7151	Political Science and Public Administration	42.0
PFP7222	Interpersonal and Group Dynamics	42.0
PFP7398	Career Preparation	42.0
PFP9170	Introduction to Research	28.0
Level: 02	Courses	Hours
ENL7678	Communications II	42.0
PFP7031	Mental Health in Law Enforcement	42.0
PFP7212	Criminology	42.0
PFP7296	Fitness and Lifestyle Management	28.0
PFP7310	Criminal and Civil Law	42.0
PFP7385	Fitness for Law Enforcement	28.0
PFP7410	Provincial Offences	28.0
PFP7440	Investigation and Evidence	42.0
PSY7604	Introduction to Psychology	42.0
Choose one from equivalencies:	Courses	Hours
GED0444	General Education Elective	42.0
Level: 03	Courses	Hours
PFP6001	Victimology	42.0

PFP7053	Youth in Conflict with the Law	28.0
PFP7155	Police Powers and the Law	28.0
PFP7271	Diversity in Canada	42.0
PFP7321	Criminal Code and Federal Statutes	42.0
PFP7340	Interviewing and Investigations	42.0
PFP7371	Traffic Management	42.0
PFP7392	Fitness and Self-Defence	42.0
PFP7450	Conflict Management	42.0
PFP7461	Community Policing: Partnership and Engagement	42.0

## Fees for the 2023/2024 Academic Year

Tuition and related ancillary fees for this program can be viewed by using the Tuition and Fees Estimator tool at <https://www.algonquincollege.com/fee-estimator>.

Further information on fees can be found by visiting the Registrar's Office website at [http://file:///C:/Users/wingraph/AppData/Local/Apps/2.0/85J89O2J.M29/57NR9QLR.4D2/test..tion-e800ab5aa35904b3\\_0001.0000\\_d5a94ace07199376/www.algonquincollege.com/ro](http://file:///C:/Users/wingraph/AppData/Local/Apps/2.0/85J89O2J.M29/57NR9QLR.4D2/test..tion-e800ab5aa35904b3_0001.0000_d5a94ace07199376/www.algonquincollege.com/ro).

Fees are subject to change.

Additional program related expenses include:

- Mandatory fitness and classroom attire costs approximately \$300.
- Additional fees for textbooks also apply.

## Admission Requirements for the 2024/2025 Academic Year

### College Eligibility

- Ontario Secondary School Diploma (OSSD) or equivalent. Applicants with an OSSD showing senior English and/or Mathematics courses at the Basic Level, or with Workplace or Open courses, will be tested to determine their eligibility for admission; OR
- Academic and Career Entrance (ACE) certificate; OR
- General Educational Development (GED) certificate; OR
- Mature Student status (19 years of age or older and without a high school diploma at the start of the program). Eligibility may be determined by academic achievement testing for which a fee of \$50 (subject to change) will be charged.

### Program Eligibility

- English, Grade 12 (ENG4C or equivalent).
- Applicants with international transcripts must provide proof of the subject-specific requirements noted above and may be required to provide proof of language proficiency. Domestic applicants with international transcripts must be evaluated through the International Credential Assessment Service of Canada (ICAS) or World Education Services (WES).
- IELTS-International English Language Testing Service (Academic) Overall band of 6.0 with a minimum of 5.5 in each band; OR TOEFL-Internet-based (iBT) Overall 80, with a minimum of 20 in each component: Reading 20; Listening 20; Speaking 20; Writing 20; OR Duolingo English Test (DET) Overall 110, minimum of 110 in Literacy and no score below 95.

Should the number of qualified applicants exceed the number of available places, applicants will be selected on the basis of their proficiency in English.

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- IELTS-International English Language Testing Service (Academic) Overall band of 6.0 with a minimum of 5.5 in each band; OR TOEFL-Internet-based (iBT) Overall 80, with a minimum of 20 in each component: Reading 20; Listening 20; Speaking 20; Writing 20.

Should the number of qualified applicants exceed the number of available places, applicants will be selected on the basis of their proficiency in English.

## **Application Information**

### **POLICE FOUNDATIONS Program Code 0444X04FPM**

Applications to full-time day programs must be submitted with official transcripts showing completion of the academic admission requirements through:

ontariocolleges.ca  
60 Corporate Court  
Guelph, Ontario N1G 5J3  
1-888-892-2228

Students currently enrolled in an Ontario secondary school should notify their Guidance Office prior to their online application at <http://www.ontariocolleges.ca/>.

Applications for Fall Term and Winter Term received by February 1 will be given equal consideration. Applications received after February 1 will be processed on a first-come, first-served basis as long as places are available.

International applicants please visit this link for application process information:  
<https://algonquincollege.force.com/myACint/>.

For further information on the admissions process, contact:

Registrar's Office  
Algonquin College in the Ottawa Valley  
1 College Way  
Pembroke, ON K8A 0C8  
Local: 613-735-4700  
Toll-free 1-800-565-4723  
TTY: 1-866-620-3845  
Fax: 613-735-4739

<https://algonquincollege.com/pembroke>

## **Additional Information**

This full-time day program is also offered at the Woodroffe Campus. While the learning outcomes at the Pembroke and Woodroffe Campuses are the same, the curriculum order and subject delivery are reflective of local circumstances, which affect program delivery.

Police Foundations program courses are also offered on a full-time and part-time basis through AC Online for students interested in pursuing studies online.

The Pembroke Campus provides students with a unique exposure to municipal, provincial and federal policing operations. With small class sizes and experienced police officers as part of a diverse faculty, the Pembroke Campus offers an excellent learning experience for students preparing for careers in policing and public safety.

A valid and clear Certificate of Police Records is required by all students who intend to pursue volunteer opportunities during their program. We strongly encourage students to apply for a police record check for Service with the Vulnerable Sector prior to commencing their studies.

Students seeking exemptions for required courses are strongly advised to submit relevant documentation well in advance of the commencement of the academic year.

For more information regarding this program, visit our website at: [www.algonquincollege.com/pembroke/programs/police-foundations](http://www.algonquincollege.com/pembroke/programs/police-foundations).

## **Course Descriptions**

### **ENL7678 Communications II**

By the very nature of their work, law enforcement officers communicate constantly with co-workers and a diverse public. Students study and practise typical police writing, from notebooks to arrest reports; interviewing skills; and workplace meetings and presentations. There is also focus on law enforcement entrance testing and legal terminology.

Prerequisite(s): ENL7777  
Corerequisite(s):none

### **ENL7777 Communications I**

Communication remains an essential skill sought by employers, regardless of discipline or field of study. Using a practical, vocation-oriented approach, students focus on meeting the requirements of effective communication. Through a combination of lectures, exercises, and independent learning, students practise writing, speaking, reading, listening, locating and documenting information and using technology to communicate professionally. Students develop and strengthen communication skills that contribute to success in both educational and workplace environments.

Prerequisite(s): none  
Corerequisite(s):none

### **GED0444 General Education Elective**

Students choose one course, from a group of general education electives, which meets one of the following five theme requirements: Arts in Society, Civic Life, Social and Cultural Understanding, Personal Understanding, and Science and Technology.

Prerequisite(s): none  
Corerequisite(s):none

### **PFP6001 Victimology**

An increased awareness of the ripple effect of crimes has given rise to victimology as a significant field of study. Student investigate victims of crime and the impact that crime has on their lives, families and society. Students raise personal awareness through the study of history of victimology and the victims' movement, the nature and the extent of victimization, its emerging theories and

resulting legislation. In addition, victims' services accessibility to services, rights and the victim in the criminal justice system are examined. Students also explore crim in the workplace, schools, campuses and the importance of recognizing those at risk.

Prerequisite(s): none  
Corerequisite(s):none

### **PFP6002 Community Service**

Volunteerism not only benefits a community; it can broaden the worldview of the volunteer. Students who give their time and energy to an approved community partner, gain an opportunity to reflect on the value of the volunteer in contemporary society. Through research and discussion, students consider different types of volunteer settings, trace the history of volunteer organizations, examine the various roles volunteers play within society and reflect on ethical issues.

Prerequisite(s): none  
Corerequisite(s):none

### **PFP7031 Mental Health in Law Enforcement**

Having a basic understanding of mental illness and the symptoms of different mental illnesses prepares law enforcement personnel to better deal with potential issues relating to oneself and others. Students explore a "best practices" approach to mental health care through learning activities that encompass practical theory, new developments in the field of law enforcement, problem solving and group interaction. Students examine the value of self-care for first responders and develop strategies to support wellness of self and colleagues. Students gain a perspective on principles of mental health, disorders and behaviour management, as well as the mental health system and evidence-based practice. Students identify the signs of mental illness and provide initial help to clients facing mental health problems or crises following the guidelines of the Ontario Mental Health Act.

Prerequisite(s): none  
Corerequisite(s):none

### **PFP7053 Youth in Conflict with the Law**

Youth in legal conflict are often given special consideration when compared to adults. From historical, philosophical and contemporary perspectives, students explore the detention, interviewing and processing through the court structure of young persons, focusing on the Youth Criminal Justice Act, the Child, Youth and Family Services Act and other relevant legislation. Students also consider sentencing alternatives that attempt to rehabilitate a young person while facilitating public safety. Contemporary and historical case studies, role-playing and scenarios, and class discussion underline the issues and challenges involved in youth crime.

Prerequisite(s): none  
Corerequisite(s):none

### **PFP7055 Police Powers, Ethics and Professionalism**

Law enforcement require clarity around scope of powers and professional expectations. Students examine legislated authorities and best practices related to detention, arrest, search, release and use of force. Through extensive review of statute law and case law, students explore the subjective nature of the rule of law and the necessary scrutiny around the application of police authorities. Importantly, students analyze various schools of thought regarding ethical behavior and decision-making. Topics such as fair and impartial policing help to understand the impact of personal values and bias in this challenging professional field where there is continuous interaction between values, beliefs, choices and actions. Through experiential learning, students examine the complexities of exercising ethical decision making within a context of nuanced relationships between professional expectation, community expectation and personal belief.

Prerequisite(s): none  
Corerequisite(s):none



**PFP7063 Fitness and Nutrition**

Society has come to recognize that personal and collective wellness is essential to enhance the quality of life. Students examine the concept of wellness and practical strategies for developing a healthy lifestyle. Through research, self-evaluation and practical experience, students address physical fitness, nutrition and potential health problems. Students set goals, design and implement an effective personal fitness program and personal nutritional plan to meet these goals. Students examine requirements involved in law enforcement fitness standards.

Prerequisite(s): none

Corerequisite(s):none

**PFP7110 Canadian Criminal Justice System**

The basis of the criminal justice system in Canada operates on processes and principles originating from common and civil law. Focus is on the basic function of criminal laws and the roles and organization of law enforcement. Students explore the classification of criminal offences in context with their application. Particular attention is on the operation of the Canadian Criminal Justice System from the perspective of the police, the courts and the correctional system.

Prerequisite(s): none

Corerequisite(s):none

**PFP7131 Introduction to Sociology**

Sociology is a science of society and culture that explores our interdependencies and differences. By providing a critical lens regarding topics such as inequality, gender and sexuality, ethnicity, culture, and deviance, sociologists create theories that help explain and potentially change the world. Students explore key concepts, figures, and theories of the discipline of sociology while developing their own "sociological imagination." Through the examination and application of key sociological concepts, students gain both enlightenment and empowerment to challenge their worldview through a combination of discussions, case studies, readings and lectures.

Prerequisite(s): none

Corerequisite(s):none

**PFP7151 Political Science and Public Administration**

Decisions made at all levels of government impact the professional and personal lives of Canadians. Students cultivate an understanding of the role and structure of government, the law-making process, the influence of public policy and their own potential influence on these systems. Through participation in public meetings, media analysis and debates, students apply knowledge to current issues facing the Canadian government relating to law enforcement and the justice system in Canada.

Prerequisite(s): none

Corerequisite(s):none

**PFP7155 Police Powers and the Law**

Parameters relating to the powers of law enforcement is essential knowledge in effectively performing one's duty. Students expand personal knowledge of legislated authorities and limitations relating to warrants, officer safety, de-escalation and use of force. Students develop communication skills through engagement in practical scenarios involving the intricacies of professional, authoritative and empathetic interactions with clients, where the subjective legislation is applied in a practical manner. Through experiential learning, students develop the knowledge and skill sets to support effective and safe interactions with members of the public, while effectively balancing the authority of the profession and the rights of the individual. Students examine the Police Services Act as well as the various internal mechanisms and external bodies of oversight which may review their policing activities.

Prerequisite(s): PFP7055

Corerequisite(s):none



**PFP7212 Criminology**

Criminology seeks to understand the underpinnings of criminal and deviant behaviour. Students examine this behaviour through sociological, biological and psychological perspectives. Students apply this knowledge in critical examination of Canadian and global crimes and statistics. A contemporary look at victimology and restorative justice is also provided.

Prerequisite(s): none

Corerequisite(s):none

**PFP7222 Interpersonal and Group Dynamics**

Successful navigation of interpersonal and group dynamics is fundamental to working in law enforcement. Students examine and practise group leadership and organization, positive group contribution, effective communication skills, both verbal and non-verbal, and active listening. Experiential exercises, including role playing, team challenges and mock investigations, allow students to apply the theories.

Prerequisite(s): none

Corerequisite(s):none

**PFP7271 Diversity in Canada**

Diversity is a hallmark of Canada's progressive society. Students consider the historical, societal and political response to this diversity with compassion and critical thought. The rich cultural legacies of Indigenous peoples in Canada guide students toward a deep understanding of how history has shaped contemporary realities. Cultural experiences, case studies and discourse nurture students' own identities as citizens of the world.

Prerequisite(s): none

Corerequisite(s):none

**PFP7296 Fitness and Lifestyle Management**

Ensuring one's personal fitness and a healthy lifestyle is an important aspect of maintaining a successful career in law enforcement. Students evaluate the various Canadian law enforcement fitness standards used in the industry. Through reflection and self-analysis, students examine personal lifestyle and develop strategies to improve personal wellness. There is a strong focus on continuous preparation for fitness tests.

Prerequisite(s): none

Corerequisite(s):none

**PFP7310 Criminal and Civil Law**

Law enforcement officers are required to possess a basic understanding of most of the criminal laws they are charged with enforcing. Students analyze the elements of an offence in order to classify offences and identify possible defences in criminal cases. Students also examine the rights and obligations of citizens involving areas of civil law. In light of the Canadian Charter of Rights and Freedoms, the Criminal Code of Canada and other relevant federal statutes, students identify the responsibilities and limitations of citizens and police officers. Through developing legal research and analysis skills, students locate, interpret, and apply statute and case law.

Prerequisite(s): PFP7110

Corerequisite(s):none

**PFP7321 Criminal Code and Federal Statutes**

The Criminal Code, a federal statute enacted by Parliament, provides the federal government exclusive jurisdiction to legislate criminal offences in Canada. Students analyze specific elements of selected Criminal Code offences. These include offences against the person, against property and against public order. Through researching case law and assessing its impact on criminal offences, students use case law to argue or defend decisions. Students also analyze elements of offences

related to weapons and the Firearms Act, controlled drugs and substances, and the Controlled Drugs and Substances Act. Other topics include provisions of other federal statutes and their relationship with the Criminal Code.

Prerequisite(s): PFP7310

Corerequisite(s):none

### **PFP7340 Interviewing and Investigations**

A key component of policing is possessing the skills and knowledge to effectively conduct interviews and investigations. Students develop the interviewing skills necessary to retrieve information from victims, witnesses and suspects. Students also employ the basic steps of investigation including the practical development of note-taking and observation skills.

Prerequisite(s): PFP7440

Corerequisite(s):none

### **PFP7371 Traffic Management**

Possessing the knowledge, skills and ability to locate and apply sections of the Provincial Traffic Law and Criminal Code of Canada is a key component in management of traffic. Interpreting traffic laws and applying the law provide students with the confidence required for success. Students develop interpersonal strategies and procedures for dealing with motor vehicle stops and traffic accidents. Students complete collision investigation and other applicable reports, determine charges, and articulate evidence.

Prerequisite(s): none

Corerequisite(s):none

### **PFP7385 Fitness for Law Enforcement**

Extensive preparation is necessary when applying for a career in policing or other law enforcement fields. Students adhere to their personal fitness and nutritional plans, and focus specifically on successful completion of Canadian law enforcement fitness standards.

Prerequisite(s): none

Corerequisite(s):none

### **PFP7392 Fitness and Self-Defence**

Students examine best practices within the policing profession in relation to restraint, protection and defensive techniques in consideration of to the Canadian and Ontario Use of Force Models. Supporting this learning, students apply federal and provincial legislation and standards, where focus remains on de-escalation and evidence-based critical decision making. Students examine lawful application of force within the context of having explored all alternative measures to mitigate the risk of injury to self, the client and the general public. With a continued emphasis on general health and lifestyle, students continue to work towards achieving industry standards in physical testing in preparation for application to a variety of agencies.

Prerequisite(s): none

Corerequisite(s):none

### **PFP7398 Career Preparation**

Preparation is critical towards the development of competitive candidacy in law enforcement. Students work to enhance their skills, knowledge and abilities through self-reflection exercises based on current and/or previous work-integrated learning experiences. Students create a career portfolio and practice field-specific testing, behavioural-based interview skills and mock interviews aligned with industry entrance requirements.

Prerequisite(s): none

Corerequisite(s):none

**PFP7410 Provincial Offences**

Policing requires strong foundational knowledge of provincial legislations and acts in relation to offences. Students examine scenarios and determine the appropriate enforcement action for the most common provincial statutes. Topics include arrest, search and seizure authorities, common offences and the involvement of non-police agencies. Students examine provincial legislation including the Provincial Offences Act and other relevant laws and regulations pertaining to areas such as mental health, alcohol and drug use, hunting and fishing, child protection, accessibility and property rights.

Prerequisite(s): none  
Corerequisite(s):none

**PFP7440 Investigation and Evidence**

Accuracy and procedure are key to ensuring admissibility of details and evidence. Students examine the requirements of a continuing investigation as well as the rules of evidence and develop the ability to apply these rules in the collection and presentation of evidence in a court of law. Emphasis is on forensic requirements, statute law and other related topics.

Prerequisite(s): none  
Corerequisite(s):none

**PFP7450 Conflict Management**

Law enforcement personnel require the ability to intervene in conflict and crisis situations with competence and confidence. Various conflict situations, including personal, professional and law enforcement, are examined from its inception through intervention by law enforcement. Various problem-solving skills and non-violent intervention techniques are discussed along with intervention strategies directed toward specific incidents. Students recognize behaviour patterns that may lead to violent encounters and the appropriate legal responses to these encounters. These responses emphasize safety of all persons involved through awareness, preparation and de-escalation strategies.

Prerequisite(s): none  
Corerequisite(s):none

**PFP7461 Community Policing: Partnership and Engagement**

Fostering strong relationships between law enforcement and communities lays the foundations towards a healthy, productive society. Students focus on the theories and models of community policing. Focus is on alternate resolution strategies involving the mobilization and engagement of police agencies alongside an integrated network of professionals and community partners. Students examine proactive crime prevention strategies that promote the safety and security of all community members. Students gain an understanding of the role of law enforcement and the importance of building partnerships to foster collaboration with communities.

Prerequisite(s): none  
Corerequisite(s):none

**PFP9170 Introduction to Research**

Informative decisions and action are strongly influenced by research. Students examine the different types of social science research, the tools and techniques for finding secondary research sources, the nuances of source citation, and strategies for writing about a topic of cultural and social importance. Through various activities, students explore new ways of looking at how knowledge is created and gathered, and include elements of experiential learning.

Prerequisite(s): none  
Corerequisite(s):none

**PSY7604 Introduction to Psychology**

A key component to police-community relations is possessing foundational knowledge around psychology. Students apply basic psychological concepts, including scientific methods, biological bases of behaviour, perception, states of consciousness, learning, motivation and theories of personality in relation to specific situations. Emphasis is on the causes and consequences of human behaviour, both normal and abnormal behaviour.

Prerequisite(s): none

Corerequisite(s):none