Area of Interest: Public Safety and Legal Studies

Police Foundations

Ontario College Diploma
2 Years
Ottawa Campus

Academic Year: 2020/2021
Program Code: 0444X01FWO

Our Program

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

The Police Foundations Ontario College Diploma program provides you with a foundational knowledge of the field of law enforcement. Curriculum includes both theory and applied lessons in policing - helping you prepare for the workforce.

This program offers instruction in:

- police powers and procedures
- community policing
- investigation processes
- diversity
- ethics, and
- communication

The program prepares you to apply for and be tested for employment in policing. 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 police departments. 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
- bylaw services
- Canada Border Services Agency
- transit security
- private or public sector security
- Correctional Services Canada
- social services agencies
- Government of Canada
- Parliamentary Protective Services, or
- Commissionaires.
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 strong analytical and observational skills.
- Enjoy working as a team member.
- Maintain a good level of physical fitness.

Employment
Graduates of this program may find employment in municipal, regional and provincial police services in Ontario and the rest of Canada, Military Police Service, social service agencies or bylaw services. Graduates are encouraged to verify entry requirements with their choice of law enforcement agencies, as the requirements vary between agencies.

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
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<th>Level: 01</th>
<th>Courses</th>
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<tr>
<td></td>
<td>PFP1010 Canadian Criminal Justice System</td>
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<td>PFP1031 Introduction to Sociology</td>
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<td>PFP1040 Communications I</td>
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<td>PFP1051 Political Science/Public Administration</td>
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<td>PFP3021 Criminal Code and Federal Statutes</td>
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<td>PFP4040 Investigation and Evidence</td>
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<td>PFP4098 Career Preparation</td>
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<td>PFP4091 Fitness and Law Enforcement</td>
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**Fees for the 2020/2021 Academic Year**

Tuition and related ancillary fees for this program can be viewed by using the Tuition and Fees Estimator tool at [http://www.algonquincollege.com/fee-estimator](http://www.algonquincollege.com/fee-estimator).

Further information on fees can be found by visiting the Registrar’s Office website at [http://www.algonquincollege.com/ro](http://www.algonquincollege.com/ro).

Fees are subject to change.

Additional program related expenses include:

**EXPENSES* (NOT covered by tuition):**

**Full-Time program (In-Class):**

- Suit (required in level 3): $100 (approximately)
- Running shoes (required in Fitness courses all levels): $100 (approximately).
A business suit and running shoes are purchased by the student.

Printed textbooks are approximately $420 per semester.

**Admission Requirements for the 2021/2022 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.

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

**Admission Requirements for 2020/2021 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).
- International applicants must provide proof of the subject specific requirements noted above along with proof of either: (IELTS / TOEFL) 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.
- Applicants with international transcripts must provide proof of the subject specific requirements noted above and may be required to provide proof of language proficiency.

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 0444X01FWO

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 admission 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
1385 Woodroffe Ave, Room C009
Ottawa, ON K2G 1V8
Telephone: 613-727-0002
Toll-free: 1-800-565-4723
TTY: 613-727-7766
Fax: 613-727-7632
Email: mailto:AskUs@algonquincollege.com

Additional Information

Programs at Algonquin College are Bring Your Own Device (BYOD). To see the BYOD requirements for your program, please visit: https://www7.algonquincollege.com/byod/.

This full-time day program is also offered on the Pembroke and Perth Campuses. Although the learning outcomes at the Ottawa, Pembroke and Perth Campuses are the same, the curriculum order and subject delivery are reflective of the 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.

A valid and clear Police Records Check is required for all students who intend to pursue volunteer opportunities during their program. We strongly encourage students to apply for the Police Records check 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.

An Articulation Agreement between Algonquin College and other select postsecondary institutions may permit graduates with an Ontario College Diploma in Police Foundations from Algonquin College to apply for admission into various B.A. programs, including the Bachelor of Public Safety Degree at Algonquin College. Further information can be obtained with the following link: https://www.algonquincollege.com/degree-pathways/.

Contact Information:

Jill Reeves, On-Campus Coordinator, 613-727-4723, ext. 5295  mailto:reevesj@algonquincollege.com

Dana Lennox, On-Campus Coordinator, 613-727-4723, ext. 7065  mailto:lennoxd@algonquincollege.com
Course Descriptions

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

PFP1010 Canadian Criminal Justice System

The basic function of criminal laws and the roles and organization of law enforcement are identified. Students study the classification of criminal offences in context with their application. The operation of the Canadian Criminal Justice System is examined from the perspective of the police, the courts and the correctional system.

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

PFP1020 Psychology

Students learn to apply basic psychological concepts, including scientific methods, biological bases of behaviour, perception, states of consciousness, learning, motivation and theories of personality. Emphasis is placed on the causes and consequences of human behaviour, including abnormal behaviour.

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

PFP1031 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. Learners in the class will explore key concepts, figures, and theories of the discipline of sociology while developing their own "sociological imagination." This class will both enlighten and empower learners to challenge their worldview through a combination of discussions, case studies, readings and lectures.

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

PFP1040 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

PFP1051 Political Science/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 attendance at public meetings, media analysis and debates, students apply knowledge to current
issues facing the Canadian government especially as related to law enforcement and the justice system in Canada.

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

**PFP1061 Ethics and Professionalism**

Ethics is a philosophical discipline which studies values, beliefs, actions, and choices. The topics of ethical analysis have a central influence on our personal and professional lives. This course will reflect upon the nature of ethics in the contemporary world and will assess students' ability to wrestle with their own sense of right and wrong. Lessons will include discussions, readings, debates, case studies, and practical scenarios. They will also explore the connection between ethics and the professionalism required for careers in justice fields.

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

**PFP1088 Fitness I**

Ontario Police Fitness Award (OPFA) physical tests are introduced and evaluated at a beginner level. Police fitness tests used in the industry will be introduced. Instruction on physical preparation for all tests is done weekly.

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

**PFP2000 Introduction to Research**

Students are provided with an introduction to 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. Activities are focused on exposing students to new ways of looking at how knowledge is created and gathered, and include elements of experiential learning.

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

**PFP2010 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

**PFP2020 Interpersonal and Group Dynamics**

Successfully navigating interpersonal and group dynamics is fundamental to working in law enforcement. Students study 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 practise the theories they learn.

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

**PFP2031 Mental Health in Law Enforcement**

This course explores 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 learn about the principles that dictate care, disorders that constitute serious and persistent mental illness, how to facilitate communication and behaviour management, and the mental health system and evidence-based practice. Students learn how to identify the signs of mental illness and provide initial help to clients facing mental health problems or crises. Topics include defining mental health, symptoms of common mental health problems, a step-by-step model on providing support, information about effective interventions and treatments, guidelines and authorities under the Ontario Mental Health Act, and how to direct clients to professional help. Mental health problems covered include depression and other mood disorders, anxiety disorders, disorders associated with psychosis and substance-related disorders. This course is an introduction to the field of mental health care for those with no previous experience.

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

**PFP2040 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. Quizzes and tests also focus on law enforcement entrance testing and legal terminology.

Prerequisite(s): PFP1040
Corerequisite(s): none

**PFP2071 Diversity in Canada**

Diversity is a hallmark of Canada's progressive society. Students are challenged to consider the historical, societal and political response to this diversity with compassion and critical thought. The rich cultural legacies of Canada's indigenous peoples 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

**PFP2095 Fitness II**

Ontario Police Fitness Award (OPFA) physical tests are evaluated at an intermediate level. Police fitness tests used in the industry will be evaluated. Instruction on physical preparation for all tests is done weekly.

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

**PFP3010 Criminal and Civil Law**

Students analyze the elements of an offence in order to classify offences and identify possible defences in criminal cases. Students also analyze the rights and obligations of citizens involving areas of civil law. They recognize the responsibilities and limitations of citizens and police officers in light of the Canadian Charter of Rights and Freedoms. Students develop legal research and analysis skills to locate, interpret, and apply statute and case law.

Prerequisite(s): PFP1010
Corerequisite(s): none

**PFP3021 Criminal Code and Federal Statutes**

Students analyze specific elements of selected Criminal Code offences. Provisions of federal statutes and their relationship to the Criminal Code are examined.

Prerequisite(s): PFP3010
Corerequisite(s): none

PFP3040 Interviewing and Investigations

Focus is on interviewing and investigation skills. Students develop the interviewing skills necessary to retrieve information from victims, witnesses and suspects. Students also learn the basic steps of investigation including the practical development of note-taking and observation skills.

Prerequisite(s): PFP4040
Corerequisite(s): none

PFP3050 Youth in Conflict with the Law

Youth in conflict with the law 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 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

PFP3071 Traffic Management

Students develop the knowledge, skills and ability to locate and apply sections of the Provincial Traffic Law and Criminal Code of Canada. Students practise locating topics in the acts and regulations, master the definitions required to interpret traffic laws and apply the law. Students develop and practise interpersonal strategies and procedures for dealing with motor vehicle stops and traffic accidents. Students apply learned skills to complete collision investigation reports and applicable reports and charges, and are able to articulate evidence in a court room setting.

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

PFP3095 Fitness III

Students continue to follow their personal fitness program and personal nutritional plan, and focus specifically on successful completion of the police fitness tests used in the industry.

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

PFP4010 Provincial Offences

Students examine a variety of Ontario Provincial Statutes where there is typical involvement from Law Enforcement personnel. By completion of the course, students have an understanding of the facts of various offences and statutes, appropriate charges, wording and associated fines, as well as authorities granted to Law Enforcement with regards to charging, searching and arresting. Students also gain an appreciation of the wide range of Provincial Statutes that Law Enforcement Personnel are required to enforce and the challenges this can represent.

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

PFP4040 Investigation and Evidence

Students examine the requirements of a continuing investigation. They learn the rules of evidence and develop the ability to apply these rules in the collection and presentation of evidence in a court of law. Forensic requirements, statute law and other related issues are emphasized.
PFP4050 Conflict Management

Students develop the ability to intervene in conflict and crisis situations with competence and confidence. The conflict situation is examined from its inception through intervention by police. 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 officer safety through awareness and preparation.

Prerequisite(s): none
Corequisite(s): none

PFP4061 Community Policing

Students study and apply models of community policing and problem-oriented policing. Crime prevention strategies and elements of community involvement are also examined.

Prerequisite(s): none
Corequisite(s): none

PFP4091 Fitness and Law Enforcement

Best practices within the Policing Profession, as they relate to restraint, protection and defensive techniques are a central theme in this class. Supporting this learning, students will become familiar with federal and provincial legislation and standards, where focus remains on de-escalation and evidence-based critical decision making. Graduating students will possess an understanding of the 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 will continue to work towards achieving industry standards in physical testing in preparation for application to a variety of agencies.

Prerequisite(s): none
Corequisite(s): none

PFP4098 Career Preparation

Preparation is critical towards the development of competitive candidacy in law enforcement. Students work to enhance their skills, knowledge and abilities through work-integrated learning and self-reflection exercises. 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
Corequisite(s): none

PFP5009 Police Powers

This course examines pertinent sections of the Canadian Charter of Rights and Freedoms and the impact on Canadian criminal procedure. The course examines police governance and accountability related to the Police Services Act, police complaints, First Nations policing and management and labour issues. Use of force theory, law and other legal issues related to the use of force are discussed. Theory related to officer safety is examined.

Prerequisite(s): none
Corequisite(s): none