

# ADMINISTRATION OF JUSTICE - LEVEL I POLICING, CERTIFICATE OF ACHIEVEMENT

The Administration of Justice: Level I Policing Certificate of Achievement program prepares students to enter public safety academies as sponsored or self-sponsored officers and deputies in the field of law enforcement and public safety. Students will learn introductory policing, patrolling, search and seizure laws and report writing skills to prepare them for common duties and challenges of law enforcement officers.

## Learning Outcomes

Upon successful completion of the program, students will be able to:

- Evaluate legal concepts and make reasonable decisions about case procedure.
- Identify and explain the rules of evidence, legal definitions, and concepts of evidentiary law.
- Apply basic investigative proficiencies to produce field notes, compile and analyze data, write accurate reports, and prepare formal reports suitable for court presentations.
- Identify central issues and strategies in the modern philosophies of patrol activities.

## Certificate of Achievement Requirements

Code	Title	Units
<b>Required Core</b>		
ADMJ 3	Community and the Justice System	3
ADMJ 66	Criminal Investigation	3
Select one course from the following:		3
ADMJ 6	Legal Aspects of Evidence	
ADMJ 51	Criminal Court Process	
ADMJ 68	Introduction to Forensics	
ADMJ 70	Juvenile Procedures	
<b>Total Units</b>		<b>9</b>

## Graduation Requirements

Please refer to the program requirements section of the Catalog for information about associate degree requirements and certificate requirements including Information Competency, and General Education requirements.

The model sequence of coursework below is one pathway for students to complete the program. The information below is not an official educational plan. An MPC Counselor can assist you with creating a personalized education plan based on your academic, career, and personal goals. Visit MPC's Counseling website for more information about Counseling and up-to-date program requirements.

## Suggested Course Sequence

<b>Year 1</b>		
<b>Fall</b>		<b>Units</b>
ADMJ 3	Community and the Justice System	3
ADMJ 66	Criminal Investigation	3
<b>Units</b>		<b>6</b>
<b>Spring</b>		
ADMJ 6 or ADMJ 51 or ADMJ 68 or ADMJ 70	Legal Aspects of Evidence or Criminal Court Process or Introduction to Forensics or Juvenile Procedures	3
<b>Units</b>		<b>3</b>
<b>Total Units</b>		<b>9</b>

MPC "Ready to Work" Career Education programs offer students the opportunity to gain knowledge and skills needed for employment and job advancement.

All students should consult with a Counselor to discuss career pathways, for support with career exploration and planning, and to create a personalized education plan to help them meet their academic, career, and personal goals. Visit MPC's Counseling website for more information about Counseling services provided by MPC and to connect with a Counselor.

Additional resources are available through MPC's Career & Transfer Resource Center (CTRC). The CTRC offers career resources, workshops, guidance and referrals. Visit the CTRC for support finding online career information and other resources to explore majors, occupations, and employment information.