

Academy In-Service Rules & Guidelines

- 1. Who can attend Training: AACOG Academy training is for all peace officers, probation & parole officers, corrections officers, and telecommunications specialists. Federal and military law enforcement are allowed to attend AACOG training. Texas School Marshals and certain civilians in criminal justice occupations can attend certain classes with Academy Manager approval. Anyone who is currently between law enforcement agencies (not currently commissioned) can also attend as long as they do not currently have their TCOLE license suspended or revoked. Note: Only currently commissioned peace officers are allowed to carry firearms on AACOG property. AACOG does not allow handgun license holders to carry on premises.**
- 2. Method of Payment – The Academy now accepts credit cards and debit cards for payment. Training can also be paid by check, money order, exact cash, or AACOG can invoice an officer’s agency. Payment or payment arrangements are generally made on the day of class.**
- 3. Dress Policy – The AACOG Law Enforcement Academy is a place of business. No one will be admitted to training wearing shorts, flip-flops, or any clothing deemed inappropriate or offensive.**
- 4. TCOLE PID#’s – TCOLE went to Personal Identification Numbers (PIDs) for all Texas peace officers years ago. These numbers are required in order for a peace officer to receive credit for training.**

Officers are responsible for having their TCOLE PID# at the beginning of class.

If you do not know your PID#, ask your training officer/administrator beforehand or contact TCOLE directly: 512-936-7700.

- 5. Classroom Etiquette – Understandably, some people may need to have their cell phones on during training. Please have the phones on vibrate or silent, and if you need to take a call, quietly exit the classroom and take your call outside the room.**

Texting in the class - As a general rule, this should only be done sparingly. This will be left to the individual instructor for each class as to what level of texting is acceptable. Please keep it reasonable and related to business or emergencies.

General Behavior – Reading the morning paper or personal conversations while a class is in session is simply rude. Please refrain from such actions. Although rarely a problem, it should be noted that anyone who is disruptive and interfering with instruction during training will be asked to leave the administrative head for their agency will be notified.

Please follow the local guidelines where the training is taking place. If there are any questions or comments, please feel free to contact Mr. Shawn Palmer, Academy Manager at 210-362-5224 or spalmer@aacog.com