



## BLET MEMORANDUM

TO: BLET Program Applicants  
FROM: Tim Mehus, BLET Director  
DATE: February 12, 2024  
REF: Basic Law Enforcement Training Day Program

Thank you for your interest in the Basic Law Enforcement Training (BLET) Program at Nash Community College. Our training will be held at **Nash Community College, Public Safety / Continuing Education Building, 522 N. Old Carriage Road, Rocky Mount NC in the BLET rooms 8226 & 8228.** Classes will be in session **Monday through Friday from 8am to 5pm for the DAY academy. This DAY session of BLET will begin on Monday, August 12th, 2024.**

Students must present to the BLET School Director, the following forms **as soon as possible:**

1. A signed Sponsorship Letter *or* Verification of Law Enforcement Employment
2. An F1 Form (*Medical History Statement*)
3. An F2 Form (*Medical Examination Report*)
4. An F3 Form (*Personal History Statement*)
5. Copy of North Carolina Driver's License
6. Copy of Birth Certificate / Proof of Citizenship
7. Copy of High School Diploma / GED / Transcripts
8. Criminal Records check (*From Clerk of Court of every county you lived since age 16*)

Additional paperwork is also required (see BLET packet/checklist or website for further forms) Applicants must also provide proof of citizenship before the class begins. This can be a U.S. Passport, a **certified** birth certificate, a Certificate of Citizenship, a Naturalization Certificate, or a Consular Report of Birth Abroad.

Applicants must also complete a Reading Comprehension pre-requisite test (TABE or other approved test - see enclosed BLET Reading Comprehension Testing form) and return the results to the BLET Director. This testing can be completed by contacting the BLET Director at **(252) 451-8489** and scheduling an appointment.

**Full acceptance into the BLET program is based upon the student's ability to meet required admission criteria prior to the Orientation class.**

**DEADLINE for ALL paperwork for the BLET Academy is Friday, August 2<sup>nd</sup>, 2024 !!!**

There will be a **mandatory meeting** of all applicants for the BLET program on **Wednesday, August 7th, 2024 at 10:00 am in Room 8209 in the Public Safety / Continuing Education building.** The remainder of the enclosed forms must be submitted at this meeting. The students will receive a class schedule and a copy of the course rules and regulations during this meeting.

**The first day of the academy will be Monday, August 12th, 2024 at 7:45 am in rooms 8226/8228 for the BLET Academy.**

**NOTE: ALL students MUST attend Orientation, which is the first scheduled day of class.**

Students employed by a law enforcement agency are given priority admission according to the North Carolina Administrative Code. All other students will be accepted in the order in which admission criteria are met.

Some expectations of the BLET Program include:

1. The successful completion of the Physical Training (PT) became mandatory on 1/1/91. It would benefit BLET students that have been cleared by a licensed physician **to immediately begin** an exercise program (push-ups, jogging, sit-ups, stretching, and exercises that will enhance upper body strength). **All Cadets** are expected to complete a state mandated assessment including the Police Officers Physical Abilities Test, as well as be able to complete one and a half (1 ½) miles during the first week of training. Our PT instructors will spend additional time with those who experience difficulties in PT.
2. The Criminal Justice Standards Commission and the Sheriff's Standards Commission require that all absences be made up. Experience has shown that make-up time is best accomplished under the direction of the instructor or School Director on weekends. The BLET School Director must approve all make-up time.
3. Nash Community College provides the students with the following equipment and supplies:
  - a. Handcuffs and key
  - b. Automobile for driver training
  - c. Service handgun and ammunition (9mm cal. semi-automatic with magazines)
  - d. Duty gear to include duty belt, holster, magazine pouch, handcuff case, flashlight ring and belt keepers, magazine case
  - e. Flashlight
  - f. Blue training gun
  - g. Trouser belt
  - h. Police Whistle
4. The student is required to furnish the following items of equipment in order to attend the BLET program at NCC. Classroom uniforms/ PT uniforms and other supplies should be purchased at the Nash Community College Bookstore. **Jay Quigley is the contact at the Bookstore. (252) 451-8226.**
  - a. BDU's poly/cotton blend (recommend two sets of clothing)
  - b. Nash Community College Golf Shirt with BLET logo
  - c. 6-8" Boots black in color (one pair is sufficient)
  - d. Black crewneck T-shirt (Wal-Mart, etc...)
  - e. Black socks
  - f. Gloves for running during cold weather (purchase as a group after class begins)
  - g. **Required exercise apparel: Specific Physical Training (PT) apparel (short sleeve T-shirt, shorts, sweatshirt, sweatpants) available only in the Nash Community College bookstore.**
  - h. PT instructor requires conservative running shoes. More specific descriptions will be given at orientation.

**NOTE: Only NCC Physical Fitness training apparel will be worn during physical fitness training. The student's clothing and hygiene should reflect the high standards of the law enforcement profession.**

**STUDENTS ARE RESPONSIBLE FOR SECURING OR PURCHASING THEIR OWN TEXTBOOKS/LESSON PLANS AND MUST HAVE THE MOST CURRENT BLET STUDENT MANUAL OR DIGITAL DOWNLOADS ON THE FIRST DAY OF CLASS.**

Books may be purchased with cash, personal check, MasterCard, Visa, or a letter of authorization allowing the college to bill the sponsoring/employing agency (applicants employed with an agency should discuss this with the training officer or agency administrator).

**\*\*\* OLD COPIES OF BOOKS AND MATERIALS ARE NOT ACCEPTABLE DUE TO SCHEDULED UPDATES AND REVISIONS.**

**\*\*\*** Textbooks and manuals may be purchased in the NCC bookstore or at the North Carolina Justice Academy.

**Cost of BLET books and lesson plans vary depending on printed materials, computer versions, etc... (See Director Mehus for additional information regarding books)**

**Cost of Uniforms / PT Gear are approximately \$500.00**

(Prices may vary and subject to change)

In accordance with the Americans with Disabilities Act, NCC and the Criminal Justice Standards Division will provide students with disabilities, every reasonable opportunity to participate in commission-mandated courses.

You may request reasonable accommodation for a disability. All requests for reasonable accommodation as well as supporting documentation must be submitted immediately prior to or after Orientation and must be approved by the Criminal Justice Training and Standards Commission and Nash Community College.

We are pleased that you have chosen Nash Community College for your educational and training needs. If you have any questions concerning the Basic Law Enforcement Training class, please contact:

**Tim Mehus**  
**Director of Basic Law Enforcement Training**  
**Office 252-451-8489**  
**Email: [tlmehus599@nashcc.edu](mailto:tlmehus599@nashcc.edu)**