

To all Prospective Students:

Security Enforcement California Training Resource (SECTR) holds all classes in our headquarters office in Victorville California located at 14420 Civic Dr. #5, Victorville CA 92392 and Apple Valley Firing Range located at 16699 Stoddard Wells Rd. Victorville, CA 92395, for required Firearm courses. All equipment including textbooks, handouts, batons and any other items needed for teaching the course will be provided by SECTR. If a student is required to bring anything for a specific course SECTR will notify the student before the course starts. All Faculty goes through a thorough background check and has at least 5 years' experience in the law enforcement field. All instructors have appropriate and update certifications to effectively teach the courses they are assigned to.

Mission Statement:

SECTR's mission is to give our students the knowledge and ability on how to become security professionals and to prepare them for the ever-changing climate of the security world.

SECTR's programs are intended for students over the age of 18, with NO felony convictions, NO Domestic Violence Convictions, NOT addicted to narcotics, NO crimes involving violence for the past 10 years and never been involuntarily held for being a danger to themselves, others or suffer from a mental illness. SECTR courses require all students to have a high school diploma or equivalent. SECTR does not accept credits transferred from other institutions, allow for challenge examinations and achievement tests and has no agreement with another institution or college or university that provides for the transfer of credits earned in any of SECTR's programs of instruction. SECTR has not entered into an articulation or transfer agreement with any other college or university. SECTR does not currently accept ability-to-benefit students. All classes by SECTR must be taken through SECTR to receive credit and certificate of completion from SECTR. SECTR does not give credit for prior experiential learning. SECTR does not provide placement services for any of its courses.

SECTR's objectives include:

- Providing affordable training to enhance security officer skills
- Instructing our students on the latest's policies and laws regarding law enforcement and security
- Encourage constant lifelong training and refresher courses to keep their learned skills sharp.
- Allow the students to think critically on their own to make split second decisions.
- Allow the students to apply their learned material to real life practical situations.

Security Enforcement California Training Resource is an unaccredited private institution, that is approved to operate by the bureau for Private Postsecondary Education. Approval to operate means that SECTR is in compliance with state standards as set forth in the California Education code (CEC) and Title 5 of California Code of Regulations (5CCR).

This catalog is updated Annually

Security Enforcement California Training - SECTR
14420 Civic Dr.
Victorville, CA 92392
Phone 760-241-1199 Email SECTR.bsis@gmail.com
(No website at this time)

2

Note to student or prospective student - These courses are not intended to be part of a degree program and cannot, to SECTR's knowledge, be applied to any degree program offered by other institutions. NO courses offered by SECTR are accredited by an accrediting agency recognized by the United States Department of Education.

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the school performance fact sheet, which will be provided to you prior to signing an enrollment agreement. All instruction and information from SECTR is offered in the English language only. If a student is not able to fully understand, write or read the English language then they may retain their own interpreter. SECTR requires that a student must understand, speak and read the English language fluently, no documentation is required just a verbal confirmation from student will be sufficient. An interpreter or any ESL instruction will NOT be provided by SECTR. SECTR encourages people from all backgrounds to take our classes, however SECTR does not provide visa services for students from other countries and cannot vouch for a student's status and any associated charges.

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 N. Market Blvd. Suite 225, Sacramento, CA 95834 OR PO Box 980818, West Sacramento, CA 95798-0818, www.bppe.ca.gov, P 888-370-7589 or 916-574-8900, F 916-263-1897.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling 888-370-7589 or by completing a complaint form, which can be obtained on the bureau's internet Web site at www.bppe.ca.gov.

Security Enforcement California Training Resource is an unaccredited private institution, that is approved to operate by the bureau for Private Postsecondary Education. Approval to operate means that SECTR is in compliance with state standards as set forth in the California Education code (CEC) and Title 5 of California Code of Regulations (5CCR).

This catalog is updated Annually

Security Enforcement California Training - SECTR
14420 Civic Dr.
Victorville, CA 92392
Phone 760-241-1199 Email SECTR.bsis@gmail.com
(No website at this time)

3

Catalog and Performance Fact Sheets

This catalog provides information on SECTR's courses and policies. We encourage all students to review the catalog and the school performance fact sheets prior to signing an enrollment agreement, so that they have a complete understanding of SECTR and the services that are provided. The performance fact sheets provide important performance information for SECTR. SECTR catalog is available at the address listed above and can also be located on our website at www.sectrtraining.com.

Security Enforcement California Training Resource is an unaccredited private institution, that is approved to operate by the bureau for Private Postsecondary Education. Approval to operate means that SECTR is in compliance with state standards as set forth in the California Education code (CEC) and Title 5 of California Code of Regulations (5CCR).

This catalog is updated Annually

Course Catalog January 1, 2024 - December 31, 2024

All courses are held at 14420 Civic Dr. Ste. 5, Victorville CA 92392, unless other arrangements and approval of site and space has been made. Courses marked with an asterisk* will be held partially at a satellite location Apple Valley Gun Club located at 16699 Stoddard Wells Rd., Victorville, CA 92395.

Guard Card

This course is a pre-requisite for state licensing. This course will cover the fundamentals of Powers to Arrest and Weapons of Mass Destruction. You will learn the laws of arrest and how to keep away from criminal and civil liability. This course will also cover penal codes, situational scenarios, terroristic behavior, how to recognize, report, react and more (8- hours). Attending the 8-hour course and passing the test with 100%, is required to receive a certificate of completion. In addition to passing a written test with a 100%, students must also pass the background check for the Bureau of Security and Investigative Services (BSIS) to issue a guard card license, to be used for a security guard position. Students will receive a certificate of completion from SECTR at the end of the course. Standard Occupational Classification Code 33-9032

(Notice: Requirements for licensure are that the student is at least 18yrs old, US citizen and no major crimes related to the functions and job duties of a security guard (this to be determined on a case by case basis by the bureau))

The total charges for a period of attendance \$255.00

Estimated schedule of total charges for the entire educational program
DOJ and FBI (Live Scan) Charges \$70
BSIS Application Fee \$55

Total Charges - \$380.00

***Exposed Firearm**

In this course, you will learn the fundamentals of marksmanship. A student will learn the basics of the shoot and don't shoot policies, criminal and civil liability, how to handle and shoot a firearm. We also cover how to properly carry, store and transport your weapon (12-hours). Attending the 14-hour course and passing the written test with 85% is required to receive a certificate of completion. Students must pass the written and firing range test with an 85% and pass the background check for the Bureau of Security and Investigative Services (BSIS) to issue an exposed firearm license, which can be used as an armed security guard. Students will

Security Enforcement California Training Resource is an unaccredited private institution, that is approved to operate by the bureau for Private Postsecondary Education. Approval to operate means that SECTR is in compliance with state standards as set forth in the California Education code (CEC) and Title 5 of California Code of Regulations (5CCR).

This catalog is updated Annually

Security Enforcement California Training - SECTR
14420 Civic Dr.
Victorville, CA 92392
Phone 760-241-1199 Email SECTR.bsis@gmail.com
(No website at this time)

5

receive a certificate of completion from SECTR at the end of the course. Standard Occupational Classification Code 33-9032

(Notice: Requirements for licensure are that the student, be a citizen of the United States or have permanent legal alien status (BPC Sections 7542.2, 7583.23, and 7596.3); and be at least 21 years of age (BPC Sections 7542.2, 7583.23, and 7596.3); and not be banned from owning or possessing any firearm pursuant to State or Federal Law (BPC Sections 7542.3, 7583.24, 7583.25, and 7596.8); and be a licensed Private Investigator, Qualified Manager of a Private Investigator, Private Patrol Operator, Qualified Manager of a Private Patrol Operator, Alarm Company Operator, Qualified Manager of an Alarm Company Operator or be a registered Security Guard or Alarm Agent with BSIS (BPC Sections 7542.2, 7583.23, and 7596); and must complete a criminal history background check through the Federal Bureau of Investigation (FBI) and the California Department of Justice (DOJ) (BPC Sections 7542.2, 7583.23, 7583.24, and 7596.8); and complete and submit the Firearms Permit Initial Application¹ to the Bureau complete the required training courses, including passing all required examinations and qualifications (BPC Sections 7542.2, 7583.22, 7583.23, 7596 and California Code of Regulations Title 16, Division 7, Section 635); and pay the initial application fee² (Title 16, California Code of Regulations, Section 640) and complete an assessment, if applicable (BPC Section 7583.47). Visit <https://www.bsis.ca.gov/firearmsassessment/> for additional information on the firearms assessment.)

The total charges for a period of attendance \$500.00

Estimated schedule of total charges for the entire educational program

DOJ and FBI (Live Scan) Charges \$107

BSIS Application Fee \$100

Psychiatric Evaluation \$60

Total Charges \$767

Security Enforcement California Training Resource is an unaccredited private institution, that is approved to operate by the bureau for Private Postsecondary Education. Approval to operate means that SECTR is in compliance with state standards as set forth in the California Education code (CEC) and Title 5 of California Code of Regulations (5CCR).

This catalog is updated Annually

***Basic Introductory Shotgun Course**

In this course, you will learn the fundamentals of marksmanship. A student will learn shotgun safety and weapon handling and be able to identify deficiencies with the shotgun. Finally, they will learn how to shoot in different positions and proper shooting technique (8-hours). Students must attend the full 8hour class and pass a written and range test with a 70% to receive a certificate of completion from SECTR at the end of the course.

Total charges for a period of attendance AND an estimated schedule of total charges for the entire educational program \$400

DOJ Firearm Safety Certificate Course

In this course, you will learn to understand and follow firearm safety practices, have a basic familiarity with the operation and handling of your firearm, and be fully aware of the responsibility of firearm ownership. This course is a requirement for any person who wants to acquire a firearm. To receive your firearm safety certificate (FSC) a student must attend the 4-hour course and pass the Department of Justice (DOJ) written test and receive a passing score of 75%.

Total charges for a period of attendance AND an estimated schedule of total charges for the entire educational program \$200

Impact Weapons (Baton Training)

In this course, you will learn about the use of force scale. Instruction on acceptable strike areas, how to defend yourself against aggressive combatants, swing a baton, stances and foot work to gain compliance and maintain balance (8-hours). Students must have a current valid Guard Card, must attend the 8-hour course and must pass a written test with an 83% and correctly identify the vital areas of the body that, when struck, would result in serious or fatal injury, for the Bureau of Security and Investigative Services (BSIS) to issue a license and for SECTR to issue a certificate of completion. Students will receive a certificate of completion from SECTR at the end of the course. Standard Occupational Classification Code 33-9032
(Requirements for licensure are that the student has a current valid Guard Card)

The total charges for a period of attendance \$265

Certificate Charge (paid to BSIS with Application) \$60

Security Enforcement California Training Resource is an unaccredited private institution, that is approved to operate by the bureau for Private Postsecondary Education. Approval to operate means that SECTR is in compliance with state standards as set forth in the California Education code (CEC) and Title 5 of California Code of Regulations (5CCR).

This catalog is updated Annually

Security Enforcement California Training - SECTR
14420 Civic Dr.
Victorville, CA 92392
Phone 760-241-1199 Email SECTR.bsis@gmail.com
(No website at this time)

7

Total charges for a period of attendance AND an estimated schedule of total charges for the entire educational program \$325

Chemical Agents

In this course, you will learn how to successfully deploy chemical agents to gain compliance. A student will learn about and experience the effects of these agents, how people can react differently and how to treat people who have been exposed. The course also covers specific State and Federal laws regarding deployment, storage and usage (4-hours). There is no final exam that must be taken. Students must attend the full 4-hour class to receive a certificate of completion from SECTR at the end of the course.

Total charges for a period of attendance AND an estimated schedule of total charges for the entire educational program \$200

Handling Difficult People

This course covers difficulties that can occur with coworkers and the general public. The students will learn how to diffuse and deescalate problematic issues, how to use proper communication, and how to value diversity. They will also learn to identify and look for warning signs of potential hazards with in staff and customers (4-hours). There is no final exam that must be taken. Students must attend the full 4-hour class to receive a certificate of completion from SECTR at the end of the course.

Total charges for a period of attendance AND an estimated schedule of total charges for the entire educational program \$115

Workplace Violence

In this course students will learn how to look for warning signs and detect unusual behavior of coworkers and visitors/customers. They will also explore the different ways to respond and the appropriate use of force needed for different situations (4-hours). There is no final exam that must be taken. Students must attend the full 4-hour class to receive a certificate of completion from SECTR at the end of the course.

Total charges for a period of attendance AND an estimated schedule of total charges for the entire educational program \$115

Security Enforcement California Training Resource is an unaccredited private institution, that is approved to operate by the bureau for Private Postsecondary Education. Approval to operate means that SECTR is in compliance with state standards as set forth in the California Education code (CEC) and Title 5 of California Code of Regulations (5CCR).

This catalog is updated Annually

CPR/First Aid/ AED 8 hours

In this course students will learn the basic approach to adult resuscitation but using breaths and compressions. They will also learn how to effectively use an Automated External Defibrillator, and basic first aid techniques appropriate for the medical emergency (8 hours). Students must attend the full 8-hour course, pass a written test with an 88% and will be issued a certification card via the BLS website from the instructor.

Total charges for a period of attendance AND an estimated schedule of total charges for the
entire educational program \$200

Defensive Tactics for Students

The Defensive Tactics will teach a student when and how to gain compliance of an aggressive suspect, using proper technique. This course will cover ground control, handcuffing, proper standing positions, proper arrest procedure, clearing and searching techniques (40 hours). There is no final exam that must be taken. Students must attend the full 40-hour class to receive a certificate of completion from SECTR at the end of the course. Standard Occupational Classification Code 33-9032

Total charges for a period of attendance AND an estimated schedule of total charges for the
entire educational program \$1,500

Defensive Tactics Instructors Course

Train the trainers! This course will put an emphasis on techniques Instructors will use to train their students in the Defensive Tactics Course. They will explore different delivery methods and proper language to use to effectively teach (32 hours). There is no final exam that must be taken. Students must attend the full 32-hour class to receive a certificate of completion from SECTR at the end of the course. Standard Occupational Classification Code 25-1111

Total charges for a period of attendance AND an estimated schedule of total charges for the
entire educational program \$2,200

Preserving the Incident Scene

This course will train students on identifying and preserving areas that an incident or crime has occurred. It will help them to identify evidence and how to properly preserve and handle it. It will also give the students a strong understanding of their legal and civic duty in regards to Security Enforcement California Training Resource is an unaccredited private institution, that is approved to operate by the bureau for Private Postsecondary Education. Approval to operate means that SECTR is in compliance with state standards as set forth in the California Education code (CEC) and Title 5 of California Code of Regulations (5CCR).

This catalog is updated Annually

different situations that may encounter (4 hours). There is no final exam that must be taken. Students must attend the full 4-hour class to receive a certificate of completion from SECTR at the end of the course.

Total charges for a period of attendance AND an estimated schedule of total charges for the
entire educational program \$115

Arrest, Search and Seizure

This course will teach students the proper procedure to use during an arrest and the penal codes and when to use them. It will cover proper search techniques, loss prevention and proper use of force (4 hours). There is no final exam that must be taken. Students must attend the full 4-hour class to receive a certificate of completion from SECTR at the end of the course.

Total charges for a period of attendance AND an estimated schedule of total charges for the
entire educational program \$115

Trespass

This course takes a look at what Trespassing really is and the consequences that can be enforced upon a violator. It will also cover trespassing in different locations and its relation to the laws (4 hours). There is no final exam that must be taken. Students must attend the full 4-hour class to receive a certificate of completion from SECTR at the end of the course.

Total charges for a period of attendance AND an estimated schedule of total charges for the
entire educational program \$115

Officer Safety

This course will teach a student how to protect themselves from suspects, detect early warning signs of threats and other potential hazards that are not readily apparent. They will learn how to properly handle suspects, assess threats and how to employ proper universal precautions (4 hours). There is no final exam that must be taken. Students must attend the full 4-hour class to receive a certificate of completion from SECTR at the end of the course.

Total charges for a period of attendance AND an estimated schedule of total charges for the
entire educational program \$115

Security Enforcement California Training Resource is an unaccredited private institution, that is approved to operate by the bureau for Private Postsecondary Education. Approval to operate means that SECTR is in compliance with state standards as set forth in the California Education code (CEC) and Title 5 of California Code of Regulations (5CCR).

This catalog is updated Annually

Handcuffing

This course will cover proper handcuffing technique, manipulations and Proper control holds prior to the use of restraints. The course will also teach correct terminology and proper use of restraints according to the situation at hand and how to safely remove them (4 hours). There is no final exam that must be taken. Students must attend the full 4-hour class to receive a certificate of completion from SECTR at the end of the course.

Total charges for a period of attendance AND an estimated schedule of total charges for the entire educational program \$200

Campus Security

The Campus Security course will introduce the roles and responsibilities of a school security officer, including how they will interact with different groups of people on and off campus. This course will also teach penal codes, education codes, laws, liabilities and different procedures that may need to be used in emergencies or disasters as they relate to all California State campuses (24 hour). There is no final exam that must be taken. Students must attend the full 24-hour class to receive a certificate of completion from SECTR at the end of the course. Standard Occupational Classification Code 33-9032

Total charges for a period of attendance AND an estimated schedule of total charges for the entire educational program \$600

BSIS Additional Mandated Hours

Students will learn how to effectively communicate with their community and customers through the Public Relations course. Students will also learn how to accurately document their observations, learn the significance of communication and finally, learn the liability and legal aspects of their actions and how it may occur on the job. Students must attend the full 16-hour class to receive a certificate of completion from SECTR at the end of the course. (16-hours, in 4-hour class increments)

Total charges for a period of attendance AND an estimated schedule of total charges for the entire educational program \$460

- The BSIS Additional Mandated Hours may also be taken separately and is listed as follows.

Security Enforcement California Training Resource is an unaccredited private institution, that is approved to operate by the bureau for Private Postsecondary Education. Approval to operate means that SECTR is in compliance with state standards as set forth in the California Education code (CEC) and Title 5 of California Code of Regulations (5CCR).

This catalog is updated Annually

Public Relations

Students will learn about private security and how best to relate to the public, proper use of verbal skills and intervention during a crisis. Students will also learn how to relate to the public in a professional and ethical manner by covering various subject matters including Sexual harassment, cultural diversity and Substance abuse (4-hours). There is no final exam that must be taken. Students must attend the full 4-hour class to receive a certificate of completion from SECTR at the end of the course.

Total charges for a period of attendance AND an estimated schedule of total charges for the entire educational program \$115

Observation and Documentation

Students will be able to get a solid understanding of report writing, note taking and appropriate questions to ask. They will also have a more in-depth look at Patrolling techniques and the best ways to properly observe a subject (4-hours). There is no final exam that must be taken. Students must attend the full 4-hour class to receive a certificate of completion from SECTR at the end of the course.

Total charges for a period of attendance AND an estimated schedule of total charges for the entire educational program \$115

Communications and Its Significance

In this course students will learn about the importance of timely notification, different communication systems and situations where proper communication is essential. They will also learn about the different agencies they may have to interact with on the job (4-hours). There is no final exam that must be taken. Students must attend the full 4-hour class to receive a certificate of completion from SECTR at the end of the course.

Total charges for a period of attendance AND an estimated schedule of total charges for the entire educational program \$115

Security Enforcement California Training Resource is an unaccredited private institution, that is approved to operate by the bureau for Private Postsecondary Education. Approval to operate means that SECTR is in compliance with state standards as set forth in the California Education code (CEC) and Title 5 of California Code of Regulations (5CCR).

This catalog is updated Annually

Liability & Legal Aspects

Students will learn about California's legal system, Criminal vs. civil law, and civil and vicarious liabilities. Students will also learn about Terrorist Acts, work place violence and restraining orders (4-hours). There is no final exam that must be taken. Students must attend the full 4-hour class to receive a certificate of completion from SECTR at the end of the course.

Total charges for a period of attendance AND an estimated schedule of total charges for the entire educational program \$115

Adult Corrections Course

This course is a STC approved course that will teach a person to become a jailer. This course will cover proper technique used throughout the jail system including intake, booking, receiving, medical issues, security risk, classification, transport, defensive tactics, mental health and penal codes vs. policy procedures. This course is a mandatory course and must be taken within one year of employment at a level 1 jail (187 hours). Students must attend the entire 187-hour course and pass a written test with a 70% Students is required to receive a certificate of completion from SECTR at the end of the course. Standard Occupational Classification Code 33-3012

Total charges for a period of attendance AND an estimated schedule of total charges for the entire educational program \$3506

Standards for Student achievement

SECTR's standards for student achievement is to meet the minimum qualifications as listed in each individual course. If no minimum score requirement is listed then the minimum achievement qualification for each student is to be present and participate in class.

Security Enforcement California Training Resource is an unaccredited private institution, that is approved to operate by the bureau for Private Postsecondary Education. Approval to operate means that SECTR is in compliance with state standards as set forth in the California Education code (CEC) and Title 5 of California Code of Regulations (5CCR).

This catalog is updated Annually

Security Enforcement California Training - SECTR
14420 Civic Dr.
Victorville, CA 92392
Phone 760-241-1199 Email SECTR.bsis@gmail.com
(No website at this time)

13

Instructors

Instructors are employees/faculty members provided through All Security Enforcement Training (ASET)

Andy Leuridan

Police Officer with the LAPD for over 12 years and security training instructor for over 12 years

Security Enforcement California Training Resource is an unaccredited private institution, that is approved to operate by the bureau for Private Postsecondary Education. Approval to operate means that SECTR is in compliance with state standards as set forth in the California Education code (CEC) and Title 5 of California Code of Regulations (5CCR).

This catalog is updated Annually

Student Services

Student advising - Students that have academic concerns or are having trouble comprehending the material in class are encouraged to speak with their instructor so that a better method can be used to help the student to better comprehend the material. Students having problems of personal nature should address these problems with their instructor or the CEO of the SECTR.

Library

SECTR does not have a library all resources that the students need are provided by SECTR.

HOUSING

SECTR does not provide any dormitory facilities and claims no responsibility to find or assist a student in finding housing during their training with SECTR. There are several motel and hotel accommodations within 10 miles of the SECTR that range from \$89 to \$108 per night. All housing and dormitory needs will be the sole responsibility of the student.

Financial Aid

SECTR does not participate or provide any type of federal financial aid. SECTR does not provide or offer any private financial aid. Each course offered by SECTR is an unaccredited non-degree course. If a student receives federal student financial aid funds, the student is entitled to a refund of the money not paid from federal financial aid funds.

Withdrawal Policy

Every student has the right to withdraw from the enrollment agreement in person and in writing, and obtain a full refund of charges through 60% of the enrolled class session/program, or the seventh day after enrollment, whichever is later. A withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not limited to, a student's lack of attendance. The Procedure to withdraw from the institution is to Mail or bring a letter stating

Security Enforcement California Training Resource is an unaccredited private institution, that is approved to operate by the bureau for Private Postsecondary Education. Approval to operate means that SECTR is in compliance with state standards as set forth in the California Education code (CEC) and Title 5 of California Code of Regulations (5CCR).

This catalog is updated Annually

that you would like to withdraw from your enrollment and receive a full refund of any money paid to SECTR to 14420 Civic Dr. #5, Victorville CA 92392. A SECTR official will immediately withdraw the student from the class session/program, confirm the students contact information and then will forward the withdrawal request to the CEO of SECTR. If a withdrawal is requested after 60% of the class session/program has passed, student will forfeit all monies paid for that specific class/program.

STUDENTS RIGHT TO CANCEL:

Every student has the right to cancel the enrollment agreement in person and in writing, and obtain a full refund. The student has the right to cancel and obtain a refund of charges paid through attendance at the first-class session, or the seventh day after enrollment, whichever is later. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds. Canceling enrollment will remove all tuition charges and all records of enrollment. No grades will be recorded. All Cancellations should be brought in person or mailed to 14420 Civic Dr. #5, Victorville CA, 92392

REFUND POLICY:

The CEO, Rose Leuridan, will issue a full refund to the paying person/entity within 7-10 business days, as long as the withdrawal request is at 60% or less of total class time. After 60% of the class session/program has been taught, no refund will be available. SECTR does not participate in any federal or state financial aid programs. If a student obtains a loan from a third party for any courses offered by SECTR, the student will have to repay the full amount of the private loan plus whatever interest was incurred, less the amount of any refund. SECTR is not responsible or involved in any third-party loans for any course or educational program SECTR offers.

OSAR STATEMENT:

The office of Student Assistance and relief is available to support prospective students, current students, or past students of private postsecondary educational institutions in making informed decisions, understanding their rights, and navigating available services and relief options. The office may be reached by calling 760-241-1199 or emailing us at sectrtraining@gmail.com.

Security Enforcement California Training Resource is an unaccredited private institution, that is approved to operate by the bureau for Private Postsecondary Education. Approval to operate means that SECTR is in compliance with state standards as set forth in the California Education code (CEC) and Title 5 of California Code of Regulations (5CCR).

This catalog is updated Annually

Attendance Policy and Leave of Absence

Students are required to have 100% attendance for every course offered by SECTR. If a student is not able to make one of the days of training, SECTR may hold a make-up day. If a student does not meet the standards of the make-up days they will forfeit the monies paid for the course. If a student cannot meet the minimum attendance requirements due to health issues or other approved (by SECTR) reasons a future make up session may be approved at the CEO's discretion, additional fees may apply.

Students are able to take temporary leave of absences, on a case by case basis. Most of SECTR classes are done with in one day, so if a student is not able to make that a reasonable accommodation can be made and an alternate class can be arranged. If the class taken spans several weeks the student may take a leave of absence, but will have to wait to finish the class the next time the class is offered. If the student does not finish the classes with in 1 year of original leave of absence date, they forfeit all monies paid to SECTR and will have to restart the process.

Probation and Dismissal

All students are required to behave in a calm and respectful manner at all times while attending courses through SECTR. If a student consistently misses class, is disruptive or causes any outburst or disturbances in class they will be subject to probationary discipline. The student will be counseled on an individual basis and reasonable probation details will be decided at this time. If a student continues to not adhere to their probation guidelines, or is found intoxicated or under the influence of any kind of narcotic, including marijuana, or is in possession of any weapon including, but not limited to knives, unauthorized firearms (with exception of firearm used during the exposed firearm portion of the courses), incendiary devices and any other weapons that can be construed as harmful to others, including instructors will be asked leave immediately and will be permanently dismissed from the course and banned from all SECTR properties.

Student Grievances

Any student that has a grievance with their class or instructor is urged to talk to their instructor first to resolve any issues they may have. If a student feels that their grievance was not properly Security Enforcement California Training Resource is an unaccredited private institution, that is approved to operate by the bureau for Private Postsecondary Education. Approval to operate means that SECTR is in compliance with state standards as set forth in the California Education code (CEC) and Title 5 of California Code of Regulations (5CCR).

This catalog is updated Annually

heard by their instructor or if the grievance is beyond what the instructor can do for the student all students are to contact the CEO of SECTR Rose Leuridan at 760-241-1199 or 805-216-8777, all correspondence can be mailed to SECTR Headquarters at 14420 Civic Dr. #5, Victorville CA 92392. When grievances are brought to the CEO's attention each grievance will be investigated, all parties involved will be interviewed and then a determination and course of action will be made. All grievances will be added to the students file for reference. Please note, all grievance issues will be taken seriously and handled promptly.

Bankruptcy

SECTR has NO pending petition in bankruptcy and SECTR is NOT operating as a debtor in possession, has NOT filed a petition within the preceding five years or has NOT had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec. 1101 et seq.).

Transferability disclosure

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at Security Enforcement California Training Resource (SECTR) is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the Certificate you earn in "the educational program" is also at the complete discretion of the institution to which you any seek to transfer. If the certificates that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Security Enforcement California Training Resource (SECTR) to determine if your Certificate will transfer.

Students Rights and Responsibilities with respects to the Student Tuition Recovery Fund:

"The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying

Security Enforcement California Training Resource is an unaccredited private institution, that is approved to operate by the bureau for Private Postsecondary Education. Approval to operate means that SECTR is in compliance with state standards as set forth in the California Education code (CEC) and Title 5 of California Code of Regulations (5CCR).

This catalog is updated Annually

institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.”

“It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589. To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

Security Enforcement California Training Resource is an unaccredited private institution, that is approved to operate by the bureau for Private Postsecondary Education. Approval to operate means that SECTR is in compliance with state standards as set forth in the California Education code (CEC) and Title 5 of California Code of Regulations (5CCR).

This catalog is updated Annually

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of non-collection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.”

Student Records

Student records will be maintained in a separate locked file cabinet. Each student record will contain each individual student name, address, email, telephone number and enrollment agreement. The students file will also contain all their courses the student enrolled in, as well as the course completion documents including, but not limited to, tests and experience that is relevant to the student’s qualifications, payment information and verification of high school completion or equivalent and transcripts. Copies of all documents signed by the student, including contracts, refunds given and instruments of indebtedness. The student file will also include, if applicable all withdrawals, disciplinary problems, student complaints and leave of absences. All pertinent student records will be maintained for a period of 5 years from student's date of completion or withdrawal all transcripts will be maintained forever.

Facilities and Equipment

All instruction will be held at SECTR's headquarters located at 14420 Civic Dr. #5, Victorville CA 92392 on Wednesdays and Thursdays. Classes are held in an office type setting that allows up to 20 students per class. There are various types of equipment used depending on the course being taught for the day. The equipment used in classes are as follows Simulated hand guns, simulated batons, holsters, projector, mats, handcuffs and chemical agents. Our satellite location for firearms training and qualification is located at 16699 Stoddard Wells Rd. Victorville, CA 92395. This is an outdoor firing range that has a cover to keep students dry and cool.

Security Enforcement California Training Resource is an unaccredited private institution, that is approved to operate by the bureau for Private Postsecondary Education. Approval to operate means that SECTR is in compliance with state standards as set forth in the California Education code (CEC) and Title 5 of California Code of Regulations (5CCR).

This catalog is updated Annually