

**STATE OF VERMONT
AGENCY OF HUMAN SERVICES
DEPARTMENT OF CORRECTIONS**

Policy: 108

Subject: Vsc College Student Participation In Doc Training Programs

Effective Date: June 5, 1998 **Review and Re-Issue Date:**

Supersedes: NEW **APA Rule Number:**

Recommended for approval by:		Authorized By:	
_____	_____	_____	_____
Signature	Date	Signature	Date

1. Authority:

1.1 Policy 101, "Human Resource Development and Personnel Administration"

2. Purpose:

2.1 This policy establishes guidelines by which Vermont State College students may access Vermont Department of Corrections authorized training programs for which they may be eligible for college credit and by which they may explore career opportunities within the Department.

3. Applicability/Accessibility

3.1 This policy applies to any properly registered Vermont State College student. It also applies to any permanent, classified employee of the Department of Corrections.

Anyone may have a copy of this policy.

4. Policy

4.1 POLICY STATEMENT

4.1.1 Through the Vermont State 'Colleges, Office of External Programs, Education and Evaluation Service (ETES), the Department maintains a series of college eligible courses as part of a degree track in criminal justice studies with a concentration in corrections.

Policy 108 Vsc College Student Participation In Doc Training Programs

4.1.2 Organizational support for this partnership is provided by the Department's Human Resource Development Unit (HRD) in the following manner:

4.1.2.1 College students may participate in any HRD sponsored training on a space available basis, Training Programs.

4.1.2.2 Under no circumstances will a permanent, classified employee of the Department who has an endorsement from a manager be denied access to a training event where one or more college students are in attendance.

4.1.2.3 The Department shall not incur any costs associated with a student's participation in a training event, except at its own discretion.

4.1.2.4 Any course work resulting in a grade for the student shall be reviewed and issued by a Department employee, having at least a master's degree.

4.1.2.5 Any required papers for a student grade will follow guidelines established by the American Psychological Association (APA) , or the Modern Language Association (MLA).

4.1.2.6 College students who have completed the Vermont Correctional Academy may be eligible for temporary employment as a correctional officer or any other employment for which the pre-requisites are met, but is not eligible for permanent, classified employment until all ~ requirements established by the Department of Personnel are met.

5. Training Method

5.1

6. Quality Assurance Processes

6.1

7. Financial Impact:

7.1

8. References

9. Responsible Director and Draft Participants