

Lake Area Technical College

LAW ENFORCEMENT

Admissions Guide



In order to be considered for acceptance to the Law Enforcement program at Lake Area Technical College, the following steps must be completed.

Step 1: Application Submission

- Apply online at <http://www.lakeareatech.edu/future/admissions/howtoapply.html>
- Pay \$25 non-refundable application fee.
- Submit a copy of your high school transcript or GED.
- Submit ACT/ACCUPLACER or Smarter Balance test scores. If you have test scores please send to admissions@lakeareatech.edu and if you don't and need to schedule for Accuplacer please send to testing@lakeareatech.edu

NOTE: Once academic requirements have been met, proceed with the following steps:

Step 2: Campus Visit and Interview with Law Enforcement Faculty

- Upon completing admissions file you will be invited to campus to meet with the program faculty and participate in an interview. This must be completed within 30 days of submitting the application and prior to acceptance. Contact Law Enforcement Program Supervisor Chad Stahl to schedule your interview at Chad.Stahl@lakeareatech.edu

Step 3: Formal Acceptance Letter Sent

- Following the campus visit and interview a final review of your application materials will take place. Acceptance letters will be sent to all students meeting admissions requirements.

Step 4: Attend New Student Orientation Day

- Attend New Student Orientation Day in the summer with all incoming first year students. Invitations will be sent.

Step 5: Submit Supplemental Materials*

- **Criminal Background Check**
 - Every Law Enforcement student will be required to complete a criminal background check. The background check needs to be completed prior to attending. The background check will be conducted through Castle Branch, a screening and compliance tracking company. Go to: <https://mycb.castlebranch.com>
 - *Cost is \$50. Results will be sent directly to Lake Area Technical College. **(Please note: Results may affect your ability to continue the program.)**
- **Medical Verification of Physical Ability Form** (completed and signed by a physician). **Make sure you keep a hard copy of the form.**
- **Drug Test** Completed at Sanford Clinic-Watertown 901 4th St NW Watertown, SD 57201 605.886.8471
 - *Cost is \$38. Results will be sent to Lake Area Technical College
 - If you do not want to test in Watertown, you may complete with a physician/facility of your choice. Must be at least a 7-panel drug test, and must be submitted to LATC. **Make sure you keep a hard copy of your test results.**
- **Take M-PULSE**
 - Once on campus, we will assist to schedule a test time. The test takes 90-120 minutes to complete. *Cost is \$40

***The supplemental materials and tests are at the student's expense and required for the program.**