

# Northwest Indiana Law Enforcement Academy

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Training Provider Number: 35-1679834



Date: July 9, 2018

To: NILEA Member Agencies  
NILEA Prospective Recruits

From: NILEA Executive Director

Re: Reporting Instructions for **Basic Recruit Academy Session 18-40**

This information is for those who have been registered in the Northwest Indiana Law Enforcement Academy Basic Recruit Class 18-40.

The ***Physical Assessment*** for this session will be on July 30, 2018 at **0800 hours promptly**, at the Academy. Registered prospective recruits will report to the Academy located at 705 East 4th Street, Hobart, Indiana 46342. Prospective recruits will park in the lowest level of the parking lot on the east end of the City of Hobart Police, Court and Community Building, and enter the building on the west side at the NILEA door and proceed upstairs to the top floor. A short training on the specific testing protocol will precede the assessment. **Prospective recruits will report** wearing ***conservative athletic apparel***, including running shoes, socks, athletic shorts, pants, and sweatshirt.

Those successfully passing the entry Physical Assessment will report for ***Basic Recruit training classes commencing on Monday, August 6, 2018 at 0800 hours***. Recruits must report the first day with a bagged lunch.

All academy uniform clothing must be purchased at Star Uniform, 6075 U.S. Highway 20, Portage, IN 46368 as per Academy specifications to ensure color and quality standards.

## **Required Uniform items to be worn when reporting on the first day of the Basic Session:**

- 1 Pair of "Dickies" Brand, Khaki (tan) color wash and wear pants
- 1 NILEA Long-Sleeved Khaki Dress Shirt (Class A Uniform)
- 1 Navy Blue T-Shirt (worn under Class A Uniform)
- 1 Black clip-on Tie of Proper length (to the beltline) & silver tie bar
- 1 Pair Bates® Hi-Gloss black uniform shoes and plain black dress socks
- 1 Plain black leather belt (specified)

## **NILEA Uniform Items Required:**

Each Recruit is to obtain the following specified items from Star Uniform prior to reporting to the first day of classes for the session. *All uniform items are to be brought to the second day of session.*

- 1 gray T-Shirt with NILEA logo
- 1 pair blue gym shorts with NILEA logo
- 1 sweat-suit (2-piece), long sleeve gray cotton sweatshirt and blue sweatpants, both with NILEA logo
- 1 blue “polo” shirt with NILEA logo
- 1 “Dickies” brand khaki long sleeved shirt with NILEA logo
- 1 Black clip-on tie
- 1 silver bar tie
- 1 Pair “Dickies” brand khaki pants
- 1 Pair Bates Hi-Gloss black uniform shoes
- 1 Black leather specified belt

## **Optional items (also available at Star) without NILEA logo:**

- 1 baseball cap-Black
- 1 plain knit cold weather cap– Black
- 1 plain 3 season jacket– Black

***Recruits may purchase additional items of the above as desired.***

**Weapons:** **NO WEAPONS OF ANY TYPE** shall be brought onto the NILEA Campus, including firearms, knives, etc., until instructed by NILEA staff.

**Dress Code:** The Academy Dress Code requires Basic Recruits to wear Academy uniforms to all activities.

**Grooming Standards:** Basic Recruits shall report to the Academy clean shaven and with a conservative haircut. Male recruits’ sideburns may not extend below the middle of the ear; beards and mustaches are prohibited. Female recruits’ hair must be conservative, pinned up during the training day, worn off the neck, and off the ears. No artificial hair (e.g., extensions, toupees, weaves, wigs, etc.) is allowed. No jewelry may be worn, except for a wedding ring and /or a conservative wristwatch worn securely.

**Conduct Standards:** Regulations of the Academy are strictly enforced. No alcohol or tobacco shall be brought to or used by any Recruit on the training site. No drugs or controlled substances, unless prescribed by a physician, or over the counter medication are allowed at the Academy. Cell phones must be left in car. Inappropriate conduct will not be tolerated. Any violation of Academy standards is grounds for dismissal from the Academy.