



COURSE ANNOUNCEMENT

* ADVANCED TRAINING *
(Salary Incentive)

Your agency's personnel are invited to attend:

Subject: Stress Management Techniques
CWL 0159 FDLE 050
Instructor: John Gifford
Date(s): October 19th - 23rd, 2009
Location: St. Augustine Campus
2990 College Dr., Room J114
St. Augustine, Florida
Time(s): 8:00 AM - 5:00 PM
Cost: None for Florida Certified Criminal Justice Officers

DRESS CODE: Casual Clothing (shorts, flip flops, t-shirts ARE permitted) Bring shoes for walking.

Please complete the pre-registration form at the bottom of this announcement and submit by facsimile or mail to:

Tina Guillotte, Program Assistant
Criminal Justice Center - SJRCC
2990 College Drive St. Augustine, FL 32084
(904) 808-7491 FAX (904) 808-7424

Deadline for pre-registration: October 12th, 2009

- Class is limited to 30 participants.
This CJSTC Course qualifies as mandatory retraining or salary incentive.
A written examination will be given at the end of the course.
A certificate of attendance will be issued following successful completion of the course.

Please print the following information:

Agency Agency Phone # Agency FAX#

Officer's Name: SSN
Officer's Email Address:

Officer's Name: SSN
Officer's Email Address:

Authorization Signature

Printed Authorization Name

Department Approved for:
Salary Incentive: Mandatory Retraining: Other Training:

Authorizing Person's Email: