

**RECRUIT TRAINING**

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**I. PURPOSE**

This directive:

- A. outlines the areas of studies completed during the Basic Recruit Training Program.
- B. delineates the requirements for recruit evaluations and examinations.
- C. specifies the requirements for passing the State Certification Examination.

**II. GENERAL INFORMATION**

- A. The primary goal of the Basic Recruit Training Program is to support the mission and core values of the Chicago Police Department in accordance with Department directive titled "[Vision, Mission Statement, and Core Values](#)."
- B. The Training Division provides recruit training to develop, maintain, and enhance law enforcement knowledge and skills so that Department members will perform their jobs safely, professionally, consistently, effectively, and in accordance with the law, Department policy, and best practices.
- C. The Training and Support Group will ensure that, upon graduation from the Academy, recruits will demonstrate a firm grasp of the basic technical and tactical skills, critical thinking, problem-solving, and interpersonal skills that form the basis for safe and effective policing.
- D. The Chicago Police Department is authorized by the Illinois Law Enforcement Training and Standards Board (ILETSB) to operate a police training facility.
- E. Recruits and probationary police officers remain under the jurisdiction of the Deputy Chief, Training and Support Group, until after the successful completion of the probationary period.
- F. The Basic Recruit Training Program is a full-time, continuous course of study. Regular class attendance is required of all recruits.
- G. The Department's guiding principles of procedural justice, de-escalation, impartial policing, and community policing will be integrated into recruit training and courses.
- H. All instructors of Department recruit training will meet the qualifications and requirements outlined in the directive titled "[Department Training](#)" and conform to the Department Training Plan.

**III. POLICY**

- A. It is the policy of the Chicago Police Department and the responsibility of the Deputy Chief, Training and Support Group, and staff to provide quality training in a fair and equitable manner to qualified recruits without regard to race, color, sex, age, religion, disability, national origin, ancestry, sexual orientation, gender identity, marital status, parental status, homeless status, military discharge status, lawful source of income, credit history, criminal record, or criminal history.

**NOTE:** A qualified recruit is a recruit who is eligible to continue training and attain employment as a Chicago Police Officer.

- B. The commanding officer of the Operations Training Section and staff are responsible for the administration of the Basic Recruit Training Program and all performance evaluations of recruits in the program.
- C. CPD recruits are required to obey the academy rules and regulations and the [Rules and Regulations of the Chicago Police Department](#). Violations of said rules and regulations will be adjudicated according to the disciplinary procedures of the Department.
- D. The Training Division will modify the amount, content, and delivery of its recruit training to comport with the Department Training Plan, any other Department requirements, and recommendations from the Training Oversight Committee (TOC).
- E. The Deputy Chief, Training and Support Group, will ensure that the academy is sufficiently staffed to effectively train recruits and ensure that, except in extraordinary circumstances, courses are scheduled with sufficient advance time for instructors to be notified of the class and to properly prepare and deliver quality instruction.
- F. The Deputy Chief, Training and Support Group, will:
  - 1. ensure appropriate evaluation tools, including but not limited to assessments, tests, and observation reports, are developed and used to measure recruits' skills and qualifications.
  - 2. require end-of-course training evaluations of recruits that ensure they graduate with the requisite knowledge and skills to engage in policing activities safely, effectively, and lawfully.

#### IV. AREAS OF STUDY

Recruits will be evaluated in all areas of study including, but not limited to, the following:

- A. academics;
- B. self-defense and control tactics;
- C. firearms in both technical use and use of force-decision making;
- D. de-escalation, response to resistance, and use of force, including use of force reporting, investigation, and review requirements, including documenting reportable use of force incidents;
- E. physical skills;
- F. first aid and cardiopulmonary resuscitation;
- G. peak performance driving;
- H. standardized field sobriety test (SFST);
- I. breath alcohol operator;
- J. hazardous materials; and
- K. practical and integrated exercises.

#### V. REQUIRED TRAINING AND EXAMINATION REQUIREMENTS

- A. Peace Officer Wellness Evaluation Report (POWER) Test
  - 1. The Illinois Law Enforcement Training and Standards Board, in recognizing the importance of physical fitness status for academy performance and eventual job performance, has established the POWER test for entering any of the Illinois certified police academies
  - 2. Recruits will be required to perform and successfully complete (**pass**) three POWER tests during their academy training.

3. Failure of POWER tests will result in the recruit automatically being enrolled in scheduled physical fitness classes, and failure to successfully complete (**pass**) the POWER tests administered during academy training will be grounds for separation.

**NOTE:** Within the final week of the Academy, recruits will complete the POWER test, and the results of this test will be shared with ILETSB for analysis.

**B. Physical Skills Training**

1. Recruits will receive training to identify community-member actions and appropriate control options for safe and timely application of force. This training is based upon the Fourth Amendment law governing the use of force; the Department's de-escalation, response to resistance, and use of force directives; and the Force Options Model.
2. Physical skills training will emphasize the Department's highest priority of the sanctity of human life by developing recruits' verbalization skills to defuse and control physical conflict, thereby reducing the possibility of unnecessary force.
3. Recruits will learn to use de-escalation techniques to prevent or reduce the need for force, unless doing so would place a person or a Department member in immediate risk of harm or de-escalation techniques would be ineffective under the circumstances at the time.
4. Recruits must demonstrate minimum proficiency for a safe, timely, and appropriate application of dynamic response sequences in training against single or multiple assailants, resisters, cooperative subjects, and other complex physical-control problems according to Department standards.
  - a. Recruits will be evaluated on both physical skills and verbal communication. This includes both utilizing appropriate verbal direction and de-escalation techniques.
  - b. The Three Police Control Tactics Elementary Performance Tests are given to determine these skills:
    - (1) assailant control;
    - (2) resister control; and
    - (3) impact weapons.

**C. Firearms**

1. The Illinois Mandatory Firearms Training Program for Peace Officers mandates 40 hours of firearms training, including handgun instruction and shotgun familiarization. Recruits will also complete additional firearm instruction as prescribed by range personnel.
2. If a recruit fails to attain a score of 80% during firearms qualification, the recruit will be given supportive training and additional opportunities to attain an 80% passing score. Failure to reach a score of 80% after three attempts will be grounds for separation from the Department.
3. To successfully pass the written firearms examination, each recruit must provide correct responses to a minimum of 35 out of the 50 possible correct responses, for a minimum score of 70%. If a recruit fails to meet the minimum qualification score of 70%, the recruit may re-test the written portion two additional times after supportive training. Failure to pass the Mandatory State Firearms Examination (written portion) after the third attempt will be grounds for separation.

**D. Peak Performance Driving**

1. Successful completion of the Peak Performance Driving Course is required of all recruits. A passing grade is required on a pass or fail basis on prescribed driving techniques.

2. Failure to pass the Peak Performance Driving Course on the first attempt will necessitate a recruit being recycled into the next available driving class. Should a recruit fail the second attempt to pass the driving course, he or she may be required to attend supportive classes. Another opportunity to pass the driving course will then be given to the recruit for a maximum of three times. Failure to pass the course after three attempts will be grounds for separation from the Department.

E. DUI Detection and Standardized Field Sobriety Testing (SFST) Examination

1. Recruits must demonstrate the ability to administer the SFSTs in the approved sequence and appropriately document and interpret the results.
2. Recruits must complete the National Highway Traffic Safety Administration (NHTSA) / International Association of Chiefs of Police (IACP) approved final written examination with a minimum score of 80%. Recruits scoring less than 80% on the written examination may be retested one time.
3. After failure to achieve a passing score on the second attempt, the recruit must retake the classroom portion of the training and pass the final examination.

F. Crisis Intervention Training

Recruit training regarding responding to individuals in crisis will be adequate in quality, quantity, and scope for Department members to demonstrate competence in the subject matter. This training will include, but not be limited to, the following topics:

1. a history of the mental health system;
2. how to recognize and respond to individuals in crisis, including, but not limited to, identifying types of mental health conditions, signs and symptoms of mental health conditions, common treatments and medications, and common characteristics, behaviors, or conduct associated with individuals in crisis;
3. the potential interactions Department members may have on a regular basis with individuals in crisis, their families, and service providers, including steps to ensure effective communication and avoid escalating an interaction with an individual in crisis;
4. techniques to safely de-escalate a potential crisis situation;
5. the circumstances in which a Certified Crisis Intervention trained officer should be dispatched or consulted; and
6. local resources that are available to provide treatment, services, or support for individuals in crisis, including available pre- and post-arrest diversion programs, and when and how to draw upon those resources.

G. Practical Exercise Performance

1. *The Performance for Practical Exercise Program is evaluated using an Integrated Exercise Performance Form. Each integrated exercise has individualized objectives that will evaluate the following areas:*
  - a. technical and tactical skills (e.g., job-specific knowledge and abilities, demonstrating the proper use of technology, and demonstrating proper tactics and de-escalation techniques).
  - b. critical thinking (e.g., the ability to assess a situation, identify threats and risks, gather relevant facts, consider training and Department policy, identify options, and determine the best course of action and act).
  - c. problem-solving (e.g., proactive identification and analysis of issues to develop solutions and evaluate outcomes).

- d. interpersonal skills (e.g., the ability to communicate and interact with others).
  2. As part of the Integrated Exercise Program, including a testing week:
    - a. recruits will be required to successfully complete scenarios.
    - b. a total score of 70% is required to pass each exercise.
    - c. three failures of any exercise will be considered an overall failure of the Practical Integrated Exercise Program and grounds for separation.
    - d. the objective is to positively reinforce the skills to ensure that recruits have a firm basis for safe and effective policing.
  3. In addition to the Integrated Exercise Program, supplementary practical scenarios and exercises associated with specific units of instruction that are evaluated must also be successfully completed.
- H. Academic Examination Procedures and Requirements
1. All recruits are required to achieve a cumulative academic average of 70% for the academic examinations throughout the training program.
  2. Recruits who fail to meet the objectives for the exercise will be required to redo the exercise until their performance is satisfactory. The objective is to positively reinforce the skills to ensure that recruits have a firm basis for safe and effective policing.
- I. Use of Deadly Force Exam
1. An examination titled "Use of Deadly Force" is given to all recruits. This examination consists of 15 questions, and recruits must attain a score of 100%.
  2. Recruits failing the "Use of Deadly Force" test will be offered supportive training and two more opportunities to take and pass the test. Failing the third attempt is grounds for separation.
- J. State Comprehensive Certification Examination
1. Recruits who successfully complete their training are required to take and pass a state certification examination. This comprehensive examination will only be administered to recruits who have been certified by the Deputy Chief, Training and Support Group, as having met all of the requirements and have successfully passed the Basic Recruit Course with an average minimum score of 70% on all subject areas (academics, firearms, gym, etc).
  2. To successfully pass the comprehensive examination, recruits must provide correct responses to a minimum of 132 out of 200 possible correct responses for a minimum score of 66%. Recruits are required to successfully pass the comprehensive examination within six months of their full-time employment as police officers
  3. Recruits who successfully pass the comprehensive state examination will be eligible to receive certification attesting to their successful completion of the minimum ILETSB requirements.
  4. A recruit who fails the state certification examination on the first attempt, will be allowed to re-test the comprehensive examination a maximum of two times. Those recruits who do not pass the state exam for a third time will be separated from the Department.

## **VI. COMPLETION OF THE BASIC RECRUIT TRAINING PROGRAM**

- A. The Deputy Chief, Training and Support Group, will:
1. rely on the appropriate evaluation tools, including but not limited to assessments, tests, and observation reports to measure recruits' skills and qualifications prior to graduation from the Department's Basic Recruit Training Program,

2. make the final determination as to whether a recruit has satisfactorily passed all standards and requirements of the ILETSB and the Department's Basic Recruit Training Program, and
3. will recommend separation from the Department of any recruit, prior to the completion of the training program if in his or her opinion, the recruit is unable or unwilling to satisfactorily complete the prescribed course of training.

B. Graduation Requirements

*Recruits will demonstrate a firm grasp of the basic technical and tactical skills, critical thinking, problem-solving, and interpersonal skills that form the basis for safe and effective policing, including but not limited to:*

1. Successful completion of the Basic Recruit Training Program includes, but is not limited to, attainment of the minimum standards on:
  - a. three POWER Tests;
  - b. three Police Control Tactics Elementary Performance examinations;
  - c. state firearms qualification and written examination;
  - d. Peak Performance Driving Course;
  - e. DUI detection and Standardized Field Sobriety Testing;
  - f. use of deadly force exam;
  - g. the six academic examinations;
  - h. Practical Exercise Performance;
  - i. Force Options Exam; and
  - j. Hazardous Materials exam.
2. *Successful completion of the Integrated Exercise Program including a testing week.*
  - a. *The Integrated Exercise Program is the culmination of a recruit's practical exercise performance.*
  - b. *Successful completion is demonstrated by the recruits' firm grasp of the basic technical skills, critical thinking, problem solving, and interpersonal skills that form the basis for safe and effective policing.*
3. Successfully passing the state comprehensive examination.

(Items indicated by *italics/double underline* were added or revised.)

Authenticated by MWK

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