



# STUDENT REGISTRATION

SOUTH DISTRICT TRAINING ACADEMY  
1740 E. Garry Avenue, Suite 115  
Santa Ana, CA 92705-5842  
www.southdistricttraining.com  
(949) 251-9600

**PLEASE READ:** All information contained within this form is considered confidential and shall not be released to the public without the consent of the student. All information requested is required for proper processing of paperwork and student identification. PLEASE PRINT LEGIBLY IN BLUE OR BLACK INK.

<input type="checkbox"/> I AM A PEACE OFFICER	First Name	Middle Name	Last Name
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Address \_\_\_\_\_ Apt / Suite \_\_\_\_\_

City	State	ZIP Code	County
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Phone	<input type="checkbox"/> Home <input type="checkbox"/> Cell <input type="checkbox"/> Work	Phone	<input type="checkbox"/> Home <input type="checkbox"/> Cell <input type="checkbox"/> Work
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Email Address	Guard Registration Number (if licensed)
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Date of Birth (mm/dd/yyyy)	Driver License	Social Security (optional – may be required on certain forms)
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Sex	Height	Weight	Hair	Eyes
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### AUTHORIZATION TO RELEASE TRAINING RECORDS – COMPLETE THIS SECTION IF YOU ARE SEEKING EMPLOYMENT

I hereby authorize South District Training Academy to release my contact information and course completion records to prospective employers for the purposes of employment. South District Training Academy will not release personal information such as the student's date of birth or social security number. You may opt out of having your information released to employers at any time.

Signature \_\_\_\_\_

### GENERAL RULES, REGULATIONS & POLICY

- Age Requirements:** All students must be at least 18 years of age unless licensing does not require an age limit. In the event that a minor student enrolls in any course, he or she must obtain written consent from a parent or guardian to attend such training.
- Payments and Refunds:** All students must pay for each course of instruction before the course begins unless the course is paid for by the student's employer. If payment is received in advanced, students may receive a full refund three (3) days before the course begins. Students will receive a refund of fifty (50) percent if three days is not given to cancel the course. No refund will be issued once the course begins. The only acceptable payments are by cash, money order, cashiers check, VISA and MasterCard. Personal checks will not be accepted. Business checks and company purchase orders will only be accepted with approval.
- Firearms and Weapons:** No weapons are allowed in any part of the training facility unless by approval of the training staff. No loaded firearms or ammunition are permitted in any training room. Students shall abide by the basic firearm safety rules at all time. Firearm safety rules will be posted in the facility. Students may be removed from a training course for any safety violation or act which is a danger to others.
- Remedial Courses:** Students will be given the opportunity retake any course failed. Students retaking any failed course may be given a discount rate or no charge as applicable by law. This does not apply to courses that allow a student to retake a test without retaking the course. This does not include the cost of required state fees, background fees, ammunition or any other fee or cost associated with the course. Students will have to re-take the failed course within 30 days to be eligible for the course discounted remedial fee unless other statutes regulate specific time periods. Students will be advised of any other time frame in which a course can be retaken and what charges apply.
- Dress & Attire:** Students will not wear any clothing item that contains vulgar, racist, or inappropriate content. Students are also prohibited from wearing any gang attire. Students must also dress appropriately for any course taken. Nonprescription sunglasses are prohibited while inside. The training staff reserves the right to determine if a clothing item is inappropriate.
- Conduct:** Students shall carry themselves in a professional manner at all times. Students may be removed from any course for the following reasons: inappropriate behavior, abusive or vulgar language, disruption of any course, or any other behavior or act deemed inappropriate by the training staff. Students will not receive a refund for being removed during a training course. Additional rules and regulations may be implemented at any time during any course. Students will be notified of any changes.
- Student Records:** Students records will be kept on file and available for the student. Students requesting copies of training records, transcripts, certificates or any other document must submit a request in writing. All students will be issued original records at the time of completion of training. Students may be charged a fee for duplicate records. Although student records are confidential, records may be released to any law enforcement agency and to the Bureau of Security & Investigative Services upon request. Otherwise, student records will not be released to the public and are confidential.
- Electronic Devices:** All cellular telephones must be turned on silent or vibrate while class is in session. Phone calls must be made during class breaks and not while in session. Tape recorders and other recording devices may only be used with permission by an instructor. Photos are prohibited in any part of the facility and any training area.
- Training Materials:** Students are responsible for the cost of any training materials not included in any course. All students will be notified in advance if any training materials or any other fees are required.
- Testing and Integrity:** Students shall not cheat on any exam administered by the facility. Students will be removed from a course for any integrity violation. Students will be given an opportunity to ask questions and clarify any section of any training program before any exam is administered. Students shall not ask for any assistance from any other student during an exam even if the exam is open book.
- Admittance to School:** The South District Training Academy reserves the right to accept or deny any application for admittance for any reason deemed reasonable by the academy staff. This includes removing active students for violation of any rule, regulation or policy herein.
- Additional Rules and Regulations:** Rules and regulations adopted and implemented by the training facility are not limited only to those listed. Any additional rules and regulations will be expressed to students prior to any training course.

I certify that the information contained within this registration form is true and correct. I also acknowledge, understand and agree to the general rules, regulation & policy listed above.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_