Hazard Community and Technical College
Course Syllabus

COURSE NUMBER AND SECTION: CRJ 295 Criminal Justice Capstone (Class#1073)
Summer/2019/Online Local

Instructor Contact Information
Instructor Name/Title: Walter Smith Criminal Justice Program Coordinator
Office Hours: By request
Office Location: JCC UCM 152C Hazard
Phone Number: 606-487-3303
Email Address: wsmith0031@kctcs.edu

Course Information
Course Description
Serves as the capstone course for the Criminal Justice degree program. Integrates prior learning outcomes into a single integrated learning experience. Includes preparation for the post exit exam that all program graduates must complete.

Prerequisites
(Current placement scores for RDG 30 or higher or completion of RDG 020) and (Current placement scores for ENC 091 or higher or completion of ENC 090 and CRJ 100, 202, 204, 216, 217 AND/OR consent of Program Coordinator)

Start Date: 07/01/2019
Midterm/Last Date to Withdraw Without Instructor Permission: 07/15/2019
Last Date to Withdraw with Instructor Approval: 07/26/2019

Textbook Information and Supplies
No Text Required

Course Competencies/Student Learning Outcomes
1. Demonstrate an understanding of the nature and functions of the criminal justice system.
2. Identify and understand the basic concepts of criminal justice.
3. Demonstrate an understanding of trends, issues, and ethics in criminal justice.
4. Identify, understand, and demonstrate the basic concepts of criminal investigations.

Course Structure, Evaluation, and Grading Methods
NOCTI Exam: 80% of final grade
Completed Graduation Paperwork: 20% of final grade

Grading Policy/Scale
70 and above = pass
0-69 = fail
Class Policies/Procedures

Inclement Weather Class Policy/Procedure
During periods of inclement weather, HCTC will either opens at 11:00 or be closed. On days that HCTC opens at 11:00 a.m., all courses scheduled BEFORE 11:00 a.m., will be canceled. Decisions regarding evening classes will be made by 4:00 p.m. Check local radio, TV stations, or the HCTC website for information.

General Class Make-up, Late Assignment Class Policy/Procedure
The NOCTI must be taken on date scheduled. Rescheduling will only occur in extreme circumstances, and must be made within 48 hours of scheduled date.

Withdrawal Class Policy/Procedure
A student may officially withdraw from any class up to and including the date of midterm with a W grade assigned to the student’s record.

Accommodations Procedure
HCTC recognizes that a disability may preclude a student from demonstrating required course competencies or from completing course requirements. In compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any qualified student with disabilities may request appropriate course accommodations to ensure that full benefits are received and that the instructor is aware and can make the proper adjustments. Students are encouraged to meet with the Disability Services Representative to develop and complete an Accommodations Plan.

Julie Caudill, HCTC Disabilities Services Representative
Phone: 606-487-3486 and Email: jcaudill0129@kctcs.edu

Appeals Process
Always begin the informal process by talking to your instructor. If issues cannot be resolved, then talk with the Dean/Supervisor (see below for contact information) of the faculty member. For information about academic rights, academic offenses, and the student’s formal right to appeal, review the KCTCS Code of Student Conduct.

Dean/Supervisor Contact Information
Dean/Supervisor: Dr. Ella Strong
Office Location: Hazard Campus, JCC 230B
Phone Number: 487-3208
Email Address: ella.strong@kctcs.edu
Developmental Course Emphasis:
The NOCTI must be taken on date scheduled. Rescheduling will only occur in extreme circumstances, and must be made within 48 hours of scheduled date.

Approved Course Outline:
This is a self-paced course that culminates in completing the NOCTI exam.
I. Review of Criminal Justice Systems
   A. Police
   B. Courts
   C. Corrections
II. Review of Criminal Justice Procedures
   A. Substantive Law and Procedural Law
   B. Constitutional Amendments relevant to Criminal Procedures
   C. Relevant Case Laws
III. Review of Criminal Justice Procedures
   A. First Responder Responsibilities
   B. Preliminary Investigation
   C. Collecting Evidence
IV. Review of Interviewing and Interrogation
   A. Procedural Laws
   B. Constitutional Amendment relevant to Interviewing and Interrogation
   C. Interviewing techniques
V. Review of Criminal Law and Courtroom Procedures
   A. Criminal Law terms and concepts
   B. Courtroom Procedures from State and Federal
   C. Relevant Case Law
VI. Review of Issues and Ethics in Criminal Justice
   A. Police Ethics
   B. Courtroom Ethics
   C. Correction Ethics

Additional Syllabus Information:
Review the HCTC Website: (from HCTC Website Click Current Students > Academic Resources > Syllabus Information)