

# LA PUENTE VALLEY ROP PUBLIC SAFETY SERVICES PROGRAM



## FREQUENTLY ASKED QUESTIONS BSIS & ROP

La Puente Valley Regional Occupational Program  
18501 E. Gale Avenue, Ste 150  
City of Industry, CA. 91748  
626-810-3300

**La Puente Valley ROP  
Public Safety Services Department**

**CLASSES HELD AT THE  
EDUCATION CENTER  
LOCATED AT  
LA PUENTE VALLEY ROP  
18501 E. GALE AVE,  
STE 150  
CITY OF INDUSTRY, CA  
91748**



**CLASSES HELD AT  
BASSETT HIGH SCHOOL  
755 N. ARDILLA AVE  
LA PUENTE, CA 91746**

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# Bureau of Security and Investigative Services (BSIS) Skills Training Course for Security Guards

## Step One

You must take 8 hours of training before being assigned a post. This meets and exceeds State requirements. You will only have 30 days to submit your Live Scan information to B.S.I.S. NO EXEPTIONS.

## Step Two

Take 16 hrs of the following courses as they are available  
\*Mandatory courses will vary in length (4-10 hours)

### Public Relations

### Hours of Training

- Cultural Diversity/Ethics\* 4 hrs
- Weapons of Mass Destruction\* 4 hrs

### Observation and Documentation

- Report Writing/Communication Skills 8 hrs

### Liability/Legal Aspects

- Criminal Law/Laws of Arrest 8 hrs
- Case Law /Legal Liability\* 4 hrs



## Step Three

Take 16 hours of the following courses within 6 months  
Elective courses

**Arrest, Search & Seizure**  
**Stun Gun**  
**First Aid/CPR**

**Baton**  
**Firearms**  
**School Security**

**Chemical Agents**

You must have 40 hours of training within 6 months of becoming a certified Security Guard  
You must take 8 hours of training every year to keep your certification valid

## Frequently Asked Questions

## How much money do I need to attend the guard card class?

\$55.00 is all you need to bring when you take the class. The instructor will give you all the information regarding fingerprinting process and application fees required by the State.

## Do I need a valid I.D. to get a guard card?

Yes, a valid I.D. is required for all permits. Examples of acceptable identification are; California Drivers License, U.S. Birth certificate, DD 214, U.S. Passport.

## Do I need to pre-register for the class?

All Public Safety Service classes are all first come first serve. **Registration will be done the day of class.** We recommend arriving 15 minutes before class begins.

## When can I take a class?

We offer weekday and Saturday classes. Check our catalog or [www.LPVROP.ORG](http://www.LPVROP.ORG) for dates available.

## Will I need a guard card to obtain other permits?

State law mandates that any person trying to obtain a Baton permit and or Firearms Permit must have a valid Guard Card before a permit can be issued.

## How long is my Guard Card Valid?

Your Guard Card is good for two (2) years however; state law requires you to complete 8 hours of training each year to keep your card CLEAR with the Bureau of Security of Investigative Services (BSIS). If you allow your permit to expire, you will need to start the process all over again.

The following is a summary of funds needed to obtain a Guard Card.

*This information was taken from the website [www.dca.ca.gov/bsis](http://www.dca.ca.gov/bsis) (916) 322-4000*

Initial Application (Mailed to the BSIS)	\$50
DOJ Fingerprint Processing Fee (Paid at a Live Scan site)	\$32
FBI Fingerprint Processing Fee (Paid at a Live Scan site)	\$19
TOTAL	<b>\$101</b>
Renewal Fee (Payable every two years)	\$35
Delinquent Renewal (Expired over 60 days )	\$60

**APPLICATION AND FINGERPRINT PROCESSING FEES ARE NON-REFUNDABLE\***

## Training Course for Firearms Permit & Handgun Safety Certification

### **Step One-**

Take our 10 hour Firearms Permit and Handgun Safety class.  
(This meets & exceeds State requirements)

All prior military personnel, hunters, and officers from other states must attend a (10) Hour Firearms Permit class, pass the written exam and bring a copy of your proof of U.S. Citizenship ( birth certificate, U.S. Passport or DD 214.)

### **Step Two**

After you pass the written exam, the instructor will give you all the information you will need to process your Firearms Live Scan application. Visit the nearest Live Scan site and have your fingerprints scanned. You will only have 30 days to submit Live Scan and Fingerprints to B.S. I.S. NO EXEPTIONS

### **Step Three –**

You will need to qualify at the Range within thirty (30) days of taking the class.

- **Range Location: Burro Canyon Shooting Location  
22100 East Fork Rd  
Azusa, CA 91723**
- Initial Qualification Range Fee:               **\$70.00 Shooting fee**
- Re-qualification Fee                               **\$40.00**

### **Step Four**

Mail your Live Scan, range qualification, and your \$80.00 application fee.  
Make copies of your originals and send certified mail if possible. According to the information given to you by the instructor.

*State law requires any person carrying a weapon must qualify four (4) times at the range.*

**Firearms Permit expires two (2) years from the date of issuance. An applicant must re-qualify four (4) times during the life of the permit; twice during the first year and twice during the second year. Re-qualifications must be four (4) months apart.**

**FREQUENTLY ASKED QUESTIONS**

## How much money do I need to attend the Firearms and Handgun Safety class?

**\$55.00** is all you need to bring when you take the class. The instructor will give you all the information regarding fingerprinting process and application fees required by the State. Your handgun safety card is good for 5 years. You will have to renew every 5 years. For those interested in taking the Handgun Safety class the fee for the card is **\$25.00**.

## How long is my Firearms Permit Valid?

Your Firearms permit is good for two (2) years your handgun safety certificate five (5) years. Remember, state law requires you wait four (4) to six (6) months after your initial range qualification before attending your next range date to keep your permit CLEAR with the state. Go to the BSIS website for more information. [www.dca.ca.gov/bsis](http://www.dca.ca.gov/bsis) (916) 322-4000

## Do I need proof of U.S. Citizenship to apply for a firearm?

**Yes**, California State law requires proof of U.S. Citizenship. Examples of acceptable identification are; U.S. Birth certificate, DD214 and U.S. Passport.

## Do I need to pre-register for the class?

All Public Safety Service classes are all first come first serve. Registration will be done on the first day of class. We recommend arriving 15 minutes before class begins.

## When can I take a class?

We offer week day and Saturday classes. Check our catalog or [WWW.LPVROP.ORG](http://WWW.LPVROP.ORG) for dates available.

The following is a summary of funds needed to obtain a Firearms Permit

### **APPLICATION AND FINGERPRINT PROCESSING FEES ARE NON-REFUNDABLE\***

Initial Application (Mailed to the BSIS)	\$80
Firearm Eligibility Application (Paid at a Live Scan site)	\$38
FBI Fingerprint Processing Fee (Paid at a Live Scan site)	\$19
DOJ Fingerprint Processing Fee (Paid at a Live Scan site)	\$32
<b>TOTAL</b>	<b>\$169</b>
Renewal Fee (\$60) and DOJ Firearm Eligibility Application (\$38)	\$98