

# FIRST LINE SUPERVISORS TRAINING SCHOOL

November 1-3, 2011 ~ Henrico, VA



Virginia Police Chiefs  
FOUNDATION

## PROGRAM INFORMATION

The program has been designed for those newly appointed as supervisors or those soon to be promoted, and is most applicable to individuals who have had little or no prior supervisory training. This program is designed to assist officers in their transition to their new role as supervisor. Basic supervisory concepts will be presented that will serve as a foundation to enable each supervisor to identify some of the most critical components of supervision. This is a great opportunity to network with supervisors from other law enforcement agencies from throughout the Commonwealth.

Classes begin promptly at 12:30 p.m. on Tuesday, November 1<sup>st</sup>, and end at 12:30 p.m. on Thursday, November 3<sup>rd</sup>. Dress code is business casual, (collared shirts, no jeans, closed-toe shoes). This training will be pre-approved for DCJS in-service credit and Partial In-service Credit (PIC) forms will be distributed at the close of training. Legal credit is included in this training. The **registration deadline is October 3, 2011**. Because the class size is limited, applications are accepted on a first come, first served basis. Early registration is encouraged!

For more information about this program, please visit us online at [www.vapolicefoundation.org](http://www.vapolicefoundation.org) or contact Stephanie Diaz at (804) 285-8227 or by e-mail at [stephanie@vapolicefoundation.org](mailto:stephanie@vapolicefoundation.org).

### Program Fee & Lodging

The program fee is \$500 per person and includes: lodging for the nights of November 1<sup>st</sup> and 2<sup>nd</sup>, meals (beginning with dinner on November 1<sup>st</sup> and ending with breakfast on November 3<sup>rd</sup>), program tuition, course materials and break services. All lodging is single occupancy.

### Cancellation Policy

If cancellation is received before October 3, 2011, you will be eligible for a partial refund, but will be assessed an \$80 scheduling fee. **No refund will be granted for any withdrawal notice received on or after October 3, 2011. No-shows are not eligible for refunds.** Qualified substitutions are gladly accepted with prior approval.

## REGISTRATION FORM

FLST-2011

Foundation Tax ID# 31-1502529

Deadline: October 3, 2011

### Registrant Information

Name (Last, First MI): \_\_\_\_\_ Rank/Title: \_\_\_\_\_

Agency: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Fax: \_\_\_\_\_

City, State Zip: \_\_\_\_\_ E-Mail: \_\_\_\_\_

### Payment Information

Send Invoice

Bill credit card:  Visa  Master Card  American Express

Name of Cardholder: \_\_\_\_\_ V-Code (from back of card): \_\_\_\_\_

Credit card #: \_\_\_\_\_ Expiration date: \_\_\_\_\_ / \_\_\_\_\_

**Fax completed form to (804) 285-3363**

**Or mail to VPCF, 1606 Santa Rosa Rd., Ste. 134, Henrico, VA 23229**

**Cancellation Policy:** If cancellation is received before October 3, 2011, you will be eligible for a partial refund, but will be assessed a \$80 scheduling fee. No refund will be granted for any withdrawal notice received on or after October 3, 2011. No-shows are not eligible for refunds. Qualified substitutions are gladly accepted with prior approval.