

École nationale  
de **POLICE**  
du Québec



Basic Training Program in Police Patrolling

2015  
—  
2016

## Admission Guide for the Police Cadet

holder of an Attestation of Collegial Studies  
in Police Technology  
(First Nations Training Programs)

Québec 

**PRODUCTION:** École nationale de police du Québec  
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**COORDINATION: SCHOOL ORGANIZATION**

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**Note:** The masculine gender is used in this document without bias and only to lighten the text.

A police cadet is a "student" in the sense of the *Training plan regulation of the École nationale de police du Québec (CQLR, chapter P 13.1, r.4)*, which is available at the following address: [www.enpq.qc.ca](http://www.enpq.qc.ca).

This guide is intended for First Nation students who hold an Attestation of College Studies (AEC) in police technology.

Revised on: 2015-10-06

## BASIC TRAINING PROGRAM IN POLICE PATROLLING

The *Police Act (CQLR, Chapter P-13.1, r.4)* decrees that the *École nationale de police du Québec* (hereafter referred to as the "ENPQ") has the exclusive responsibility to provide the basic training that gives access to police patrolling. The basic training program in police patrolling (hereafter referred to as the "program") is designed to help a police cadet learn basic police patrolling skills. The overall objective of this program is to prepare a police cadet to intervene adequately and efficiently within the framework of police operations specifically related to the functions of a police officer. The minimum duration of this program is 450 hours, spread over a period of 15 weeks.

## ADMISSION REQUIREMENTS

The admission requirements of the program are specified under the *Training plan regulation of the École nationale de police du Québec* (hereafter referred to as the "regulation"), which specifically mentions the following:

- 1° be a Canadian citizen;
- 2° be of good moral character. We suggest that you read the document entitled "Information Document on the Verification of Good Moral Character at the École nationale de police du Québec" on our website at [www.enpq.qc.ca](http://www.enpq.qc.ca);
- 3° not have been found guilty, in any place, of an act or omission defined in the *Criminal Code* (Revised Statutes of Canada (1985), chapter C-46) as an offence, or of an offence referred to in section 183 of that Code, under one of the acts listed therein;
- 4° have obtained an Attestation of College Studies in police technology issued by a college educational institution and have obtained from a police force a promise of employment in the functions of a police officer;
- 5° hold a driver's licence allowing the applicant to drive an emergency vehicle (a class 4A licence). Please note that a **probationary licence** is not accepted. The condition "A" must be removed when the applicant underwent eye surgery;
- 6° provide his fingerprints to the ENPQ;
- 7° have passed the prescribed medical examination within 9 months preceding the start of his training at the ENPQ;
- 8° have passed the prescribed physical achievement test (PAT-ENPQ) within 3 months preceding the start of his training at the ENPQ;
- 9° have passed, within 2 years preceding the start of his training at the ENPQ, the "emergency care" course offered by a college educational institution, the "cardiopulmonary resuscitation" course, or any equivalent training offered by one of the following:
  - St-John Ambulance;
  - Canadian Red Cross;
  - Quebec Heart Foundation;
  - Lifesaving Society.

- 10° have passed the psychometric test administered by the ENPQ which is valid for the 2015-2016 school year only;
- 11° have passed the situational judgement test administered by the ENPQ which is valid for the 2015-2016 school year only.

## **ADMISSION REQUIREMENTS TO THE BASIC TRAINING PROGRAM IN POLICE PATROLLING FOR THE CREE NATION**

Pursuant to section 102.4 of the *Police Act* (R.S.Q., chapter P-13.1), the hiring requirements that apply to members of the Cree regional police force are determined by agreement between the Quebec Government and the Cree Nation Government. In particular, these requirements have been provided for in the *Agreement concerning the modalities relating to the provision of police services by the Eeyou-Eenou Police Force* signed in 2009.

For these reasons and in order to reflect the agreements concluded between the Cree Regional Authority (which became the Cree Nation Government in June 2013), the Quebec Government and the Government of Canada, paragraph 5 of section 4 of the *Training plan regulation of the École nationale de police du Québec* (R.S.Q., chapter P-13.1, r. 4) is put into place, for the Cree Nation, as follows:

- For the Cree Nation police cadets admitted to the program with a probationary licence allowing them to drive an emergency vehicle (class 4A):

At the end of training, the ENPQ attests the degree to which police cadets have mastered the competencies by issuing a transcript. A special constable training diploma will be issued to sanction the achievement of the required standards for each competency making up the program. This diploma constitutes the permit to exercise the profession of special constable.

Later on, this graduate will be able to obtain a diploma of the basic training program in police patrolling if he meets the following conditions: make a request to the registrar's office and provide a copy of his class 4A driver's licence.

- For the Cree Nation police cadets admitted to the program with a driver's licence allowing them to drive an emergency vehicle (class 4A):

At the end of training, the ENPQ attests the degree to which police cadets have mastered the competencies by issuing a transcript. A diploma of the basic training program in police patrolling will be issued to sanction the achievement of the required standards for each competency making up the program. This diploma constitutes the permit to exercise the profession of police officer.

## APPLICATION FOR ADMISSION

All applications for admission must be submitted to the ENPQ Registrar by returning the attached admission and registration form and must be accompanied by the following documents:

- A- copy of the applicant's birth certificate (large size) or act of birth or copy of the applicant's citizenship certificate or Certificate of Indian Status issued by Aboriginal Affairs and Northern Development Canada;
- B- a copy of the applicant's most recent college transcript;
- C- a copy of the driver's licence allowing the applicant to drive an emergency vehicle (class 4A). For the Cree applicants, a copy of their driver's licence or probationary licence allowing them to drive an emergency vehicle as well as a proof of their Cree status;
- D- a document attesting that the applicant has obtained from a police force a promise of employment as a police officer;
- E- a money order, cheque or the completed credit card payment form for the amount of 112 \$ to pay for the entry tests and made to the order of *Ecole nationale de police du Québec* **dated the day of the entry tests**. It must be attached to the registration and inscription form. **If the applicant does not show up to the entry tests, a reimbursement of 112 \$ will be sent to him.**

The registration and inscription form as well as the payment of 112 \$ must be received by the ENPQ by **October 21, 2015 at the latest** while the above-mentioned documents must be forwarded to the School Organization – Registrar's Office by **November 16, 2015 at the latest**. You have until this last date to send us all the missing documents to complete your file otherwise your application for admission will be denied.

## ENTRY TESTS

The entry tests are comprised of two measuring tools which require no specific preparation on your part and are intended to assess soft skills related to police work. To find out more about these tests, please go on the ENPQ website at [www.enpq.qc.ca](http://www.enpq.qc.ca) [in French only].

The first measuring tool, the M-Pulse, is a psychometric test which assesses your risk level of showing behaviours inconsistent with the police profession. This test consists of 455 questions with 50 to 90 minutes administration time. You will have to state how much you agree with each statement. The M-Pulse measures the factors related to the sense of responsibilities and respect of the rules. It also assesses other counter-productive behaviours related to the interactions with citizens. You can consult the M-Pulse inventory scales selected for the admission to the program for the academic year 2015-2016 on the ENPQ website at [www.enpq.qc.ca](http://www.enpq.qc.ca) [in French only].

The second measuring tool, the situational judgement test, lasts two hours and comprises several situations related to police intervention or police training. Each situation is followed by four statements describing four types of intervention. You must rank these statements from what you feel is the best intervention to the worst intervention.

On the day of the tests, you will need to provide two photo identification cards. If you are unable to come to the entry tests scheduled November 30, 2015, due to major unexpected events, you can present a written request for a deferral to the School Organization – Registrar’s Office, who, after analyzing your request, could give you the authorization to attend another tests session on a date that will be determined as needed. If you do not show up to this second session, even if it is due to major unexpected events, your application for admission will be denied.

### **ACCESS TO THE RESULTS OF THE ENTRY TESTS**

The results of the M-PULSE and the situational judgement test will be sent to you by the School Organization - Registrar’s office. Then, you will be able to obtain a copy of the M-PULSE report by sending a request to [formipag@enpq.qc.ca](mailto:formipag@enpq.qc.ca) with your surname, first name, permanent code or date of birth and your cohort.

### **DRUG AND NARCOTIC TEST**

The ENPQ has a “Zero Tolerance” policy concerning the use of and offences related to drugs and narcotics.

Consequently, a **systematic drug and narcotic test** will be administered to all the applicants to the program at the time of their medical exam.

Furthermore, the ENPQ could require any police cadet to undergo a **specific drug and narcotic test** if it had reasonable grounds to believe that the “Zero Tolerance” policy is not respected during training.

If the case arises, a **confirmation test** would be administered for each drug tested positive during the administration of the drug and narcotic test.

### **MEDICAL EXAMINATION, PHYSICAL ACHIEVEMENT TEST (PAT-ENPQ)**

You will receive a correspondence in October 2015 inviting you to make an appointment for the medical examination prescribed by regulation. If you pass the medical examination, you will be asked to take the physical achievement tests (PAT-ENPQ) scheduled on December 1<sup>st</sup>, 2015.

An applicant who fails the physical achievement tests (PAT-ENPQ) or part of this test must take the test again as soon as possible.

For every application for admission, the applicant who fails the physical achievement tests (PAT-ENPQ) or part of this test is entitled to a maximum of one attempt.

If you are unable to go to your medical examination or physical achievement test (for which you will receive an invitation), you can present a written request for a deferral to the School Organization – Registrar’s Office, who, after analyzing your request, could give you the authorization to be evaluated on another date. This measure is exceptional and applies only in cases of major unexpected events.

If your request for deferral is denied or you decide not to show up to either evaluation, your admission will become invalid for the current school year. You will have to present another request for admission during the next school year.

A description of the physical achievement test (PAT-ENPQ), the test preparation guide as well as a video are available at the following address: [www.enpq.qc.ca](http://www.enpq.qc.ca). This is where you can also obtain information about the visual acuity standards [in French only].

## **PHYSICAL CONDITION**

It is your responsibility to make sure that you show up at the PAT-ENPQ in excellent health and physical condition without any injuries or any types of splint to maintain or support a part of a limb and without any form of protection.

If one of the instructors involved in the administration of the tests is of the opinion that your state or physical condition may entail risks of injury or put your health at risk, he will refer you to the coordinator of the activity who, after analyzing your situation could terminate your test and refer you to the ENPQ nurse.

An injury or illness occurring during the PAT-ENPQ is not considered as a fail as long as the symptoms have no relation with a pre-existing physical or medical condition.

When such event happens, you must go see the ENPQ nurse and the doctor, if need be, before leaving the premises.

However, you must present a medical certificate confirming your good health or physical condition prior to do the test again. In cases where the injury or the illness could have an impact on your health or physical condition, the ENPQ will require that you pass a medical examination in one of its appointed clinic. The fees for this exam, if necessary, are at your expense.

Upon reception of your proof of good health, you will be given priority to attend another scheduled session of the physical test (PAT-ENPQ).

## **FINANCIAL ASSISTANCE**

If you are eligible to the loans and bursaries program from the *ministère de l'Éducation, du Loisir et du Sport*, you must enter the code of the educational institution "770000", the code of the activity "01" and the program code "PJ1X3" on the application form for financial assistance. For more information, please consult their website at: [www.afe.gouv.qc.ca](http://www.afe.gouv.qc.ca).



**ADMISSION AND TRAINING FEES \***  
**Basic Training Program in Police Patrolling**  
**2015-2016 School Year**

<b>ADMISSION FEES</b>		
Admission to the program	–	Included in the tuition fees
Entry tests	112 \$	Payable at the same time as the application for admission is lodged
Medical examination (Montréal, Québec et Trois-Rivières)	343,78 \$**	Payable at the time the appointment is made
Physical achievement test (PAT-ENPQ) and fingerprinting	122,89 \$	Payable on the day of the tests
<b>Total of the admission fees</b>	<b>578,67 \$</b>	

<b>TRAINING FEES</b>		
Registration and pedagogical material	–	Included in the tuition fees
Tuition	16 891 \$	
Room and board	8 466 \$	
<b>Total of the tuition fees, and room and board fees</b>	<b>25 357 \$</b>	

The costs related to the required clothing, books and articles mentioned in the *Arrival Guide of the Police Cadet* (GUI 01-03) are not included. The English version of the Guide will be available on-line at [www.enpq.qc.ca](http://www.enpq.qc.ca).

\* All the fees mentioned above are subject to change.

\*\* These fees may vary from region to region.



## **TERMS OF PAYMENT**

There are two terms of payment:

### **A recognized organization (police force or other) pays for the cadet's training**

An invoice will be sent to the concerned organization or organizations.

### **The cadet pays the fees**

The tuition fees of **16 891 \$** and the room and board fees of **8 466 \$** are payables by cheque or money order one week before the beginning of training. It must be postdated the first day of your training.

You can pay the fees in one installment of **25 357 \$** or in two installments:

First installment of **21 124 \$** (postdated the first day of your training);

Second installment of **4 233 \$** (postdated 30 days after your first installment).

The cheque(s) or the money order(s) must be made out to *École nationale de police du Québec*.



## Admission and Registration Process to the Basic Training Program in Police Patrolling — 2015-2016 School Year

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### For all applicants

1. Admission and registration form must be received by October 21, 2015;
2. Entry tests are scheduled on November 30, 2015;
3. Missing documents must be received by November 16, 2015;
4. Beginning of training at École nationale de police du Québec in February 2016 (date to be confirmed).

For more information, go visit our website under “Futur policier”, “Étapes d’admission – Autochtones” at the following address:  
[www.enpq.qc.ca](http://www.enpq.qc.ca). [in French only]

You can also contact the School Organization – Registrar’s Office at:

Organisation scolaire – Registrariat  
École nationale de police du Québec  
350, rue Marguerite-D’Youville  
Nicolet (Québec) J3T 1X4  
Telephone: 819 293-8631 ext. 6302 – Fax.: 819 293-2541  
E-mail address: [formipag@enpq.qc.ca](mailto:formipag@enpq.qc.ca)

<b>1 APPLICANT'S IDENTIFICATION</b>			
Permanent Code		Social Insurance Number <sup>1</sup>	
		Date of Birth	
		y	m d
Surname at Birth		First Name	
Father's Surname		Father's First Name	
Mother's Maiden Name		Mother's First Name	
Spoken Language(s): <input type="checkbox"/> French <input type="checkbox"/> English <input type="checkbox"/> Other (specify)		Written Language(s): <input type="checkbox"/> French <input type="checkbox"/> English <input type="checkbox"/> Other (specify)	
Canadian Citizenship: <input type="checkbox"/> Yes <input type="checkbox"/> No		Sex: <input type="checkbox"/> M <input type="checkbox"/> F	
<b>2 APPLICANT'S CONTACT INFORMATION</b>			
Civic No., Street Name, Apartment No.			
Municipality		Province	Postal Code
Telephone No. (home)		Telephone No. (work)	Telephone No. (cell phone)
E-mail Address		Name of person to contact in case of emergency	Emergency Telephone No.
<b>3 APPLICANT'S EDUCATIONAL BACKGROUND</b>			
Attestation of College Studies in Police Technology obtained: <input type="checkbox"/> Yes <input type="checkbox"/> No		Name of College:	
When will you complete your studies in order to obtain your Attestation of College Studies (AEC)?		Expected Semester:	
<input type="checkbox"/> University diploma obtained (specify)			
<input type="checkbox"/> Other post-secondary diploma obtained (specify)			
<b>4 APPLICANT'S DRIVER'S LICENCE</b>			
Licence No.	Class	Condition(s)	Expiration Date
<b>5 INFORMATION</b>			
You must answer all the questions on this form and attach the required documents or else your <b>FILE WILL BE CONSIDERED INCOMPLETE</b> . The documents required in support of your application are:			
<input type="checkbox"/> Copy of your birth certificate (large format) or act of birth or copy of your citizenship certificate			
<input type="checkbox"/> Copy of your last college transcript			
<input type="checkbox"/> Copy of your 4A driver's licence (for Cree applicants, a copy of their driver's licence or probationary licence allowing them to drive an emergency vehicle)			
<input type="checkbox"/> Payment by cheque, money order or credit card of 112 \$ (for the entry tests and dated the day of the entry tests)			
<input type="checkbox"/> Certificate of Indian Status issued by Aboriginal Affairs and Northern Development Canada (if applicable)			
<input type="checkbox"/> Promise of employment			
Your admission will be denied if any of the conditions under the <i>Training Plan Regulation of the École nationale de police du Québec</i> <sup>2</sup> are not met.			

<sup>1</sup> The Social Insurance Number is necessary for issuing tax receipts.

<sup>2</sup> (2010) 142 G.O. II, p. 5162

The information gathered from questions 6, 7 and 8 will be used for statistical purposes while ensuring the confidentiality of personal data. The wording of these questions is based on the Identification Questionnaire provided by the *Commission des droits de la personne et des droits de la jeunesse du Québec* within the framework of an Act respecting equal access to employment in public bodies (R.S.Q., c. A-2.01)

**6 ABORIGINAL PEOPLES**

Aboriginal peoples are Indians, Inuit or Metis of Canada, or people whose one of the two parents is Aboriginal.

Do you belong to the Aboriginal peoples of Canada?  Yes  No

**7 VISIBLE MINORITIES**

For the purpose of this questionnaire, members of visible minorities are people, other than Aboriginal peoples, who are non-white in colour/race, regardless of their birth place or citizenship.

Do you belong to a visible minority?  Yes  No

**8 ETHNIC MINORITIES**

Members of ethnic minorities are persons, other than Aboriginal peoples and members of visible minorities, whose mother tongue is neither French nor English.

Do you belong to an ethnic minority?  Yes  No

**9 AGREEMENT, CONSENT AND APPLICANT'S SIGNATURE**

I, the undersigned, agree to respect all the regulations, policies, instructions, procedures and rules in force at the École nationale de police du Québec (hereafter referred to as the "ENPQ"). I declare that the information provided above as well as the documents attached to this form are accurate. In pursuing this application, I authorise the schools I attended and the ministère de l'Enseignement supérieur, de la Recherche et de la Science, to forward the information that is included in my transcripts and that is necessary in treating my file to the ENPQ as part of its mandate it carries out for these schools.

I also authorize the ENPQ to send my fingerprints to a police force for verification in order to respect the admission requirements of the *Training Plan Regulation of the École nationale de police du Québec*. I authorise the ENPQ to give the results, as well as any document or information that concerns me, to the police force who requested them, essentially for the purpose of obtaining employment as a police officer<sup>3</sup>.

Finally, I authorize the ENPQ to send to the school I attended any document or information that concerns me for statistical purposes only.

Applicant's Signature	Date y   m   d
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**ENPQ contact information:**

Organisation scolaire - Registrariat  
École nationale de police du Québec  
350, rue Marguerite-D'Youville  
Nicolet (Québec) J3T 1X4

Telephone: 819 293-8631, ext. 6302 – Fax.: 819 293-2541 – E-mail address: formipag@enpq.qc.ca

<sup>3</sup> This authorization may be revoked at any time.

Identification of the Applicant

Name
Address (number, street, city, postal code)
Telephone Number (home)

Credit Card Payment (in Canadian dollars only)

Admission Fees and Entry Tests	Total Amount to be Paid: <b>\$112.00</b>	
Type of Credit Card <input type="checkbox"/> Visa <input type="checkbox"/> Master Card <input type="checkbox"/> American Express	Credit Card No.  - - - - -	Expira Date Month Year  - - - -
Signature	Date Day Month Year  - - - - -	

For Administration Use Only

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Please send all the completed forms and documents required for **your application for admission to the Basic Training Program in Police Patrolling** to the following address:

Organisation scolaire - Registrariat  
École nationale de police du Québec  
350, rue Marguerite-D'Youville  
Nicolet (Québec) J3T 1X4