

**SAN DIEGO POLICE DEPARTMENT  
ORDER**

**DATE/TIME:** DECEMBER 23, 2019 – 0900 HOURS

**NUMBER:** OR 19-31

**SUBJECT:** ADVANCED OFFICER TRAINING (A.O.T.)

**COST CENTER:** 1914161111

**SCOPE:** ALL MEMBERS OF THE DEPARTMENT

**DEPARTMENT PROCEDURE AFFECTED:**

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Effective January 7, 2020, the current cycle of Advanced Officer Training (A.O.T.) 2019-2020 will be modified from a three-day training course to a four-day training course. The training classes will run Tuesday through Friday until the end of 2020, with the exception of summer months (June, July and August). Please see the attached schedule for details.

Enrollment in A.O.T. will be done through Success Factors which can be accessed through the OneSD portal. Prior to attending the first day of A.O.T., students are required to complete the 2-step college application process at <http://www.sdmiramar.edu/programs/administration-justice/in-service>. Step one will provide the student with a CCA# (California Community College Number) Step two will be applying for San Diego Miramar College specifically and will result in a 10-digit (no letters) Student Identification number. Please have this 10-digit number with you when you attend class.

If you have any questions or need additional information, please contact Officer Shannah Oliveras, In-Service Training at (619) 388-7963 or [soliveras@pd.sandiego.gov](mailto:soliveras@pd.sandiego.gov)

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Please read at squad conferences and give a copy to all personnel.