

SD&T GENERAL INFORMATION

SD&T Registration and Cancellation

Register for classes by contacting your Regional Training Manager, or through established methods at your Facility Training Department. If you are registered for a program, you are expected to attend. Your facility training department should be notified as soon as possible of any cancellations so that others can have the opportunity to attend. If a program is cancelled, registered participants will be notified.

Inclement Weather/Holidays

Classes will not be cancelled due to inclement weather. Some classes are scheduled during state holidays. These classes will proceed according to schedule.

Training Classes What To Bring

The following is a list of items you will need to bring while attending classes: Pen, Pencil, Pad of Paper and Highlighter.

Correctional Training Institute (CTI) Lodging Items What To Bring

The following is a list of items you may wish to bring while lodging at CTI: Towels/Washcloths, Facility ID Cards, Non-Electric Alarm Clock, and Personal Hygiene Items (soap, toothpaste/tooth brush, deodorant, etc.)

ADA

We abide by the regulations and requirements of the Americans with Disabilities Act (ADA) and will provide reasonable accommodations to anyone making such request.

Emergency Plans

Emergency Plans are established for the protection of participants, staff and offenders. In the event of an emergency, follow the directions of the classroom instructor, who will implement these procedures.

Dress Code

Participants are expected to follow IDOC Grooming and Dress Policy and Procedure guidelines when attending training programs, unless notified otherwise by training staff.

Indiana Department Of Correction Policy and Procedures

Staff shall have review access to all policies/procedures relating to their work assignments on a 24 hours basis. The IDOC manual of policy and procedures may be found in any training department.

