BLET Student Packet

Spring Day 2026







Dear Prospective BLET Cadet,

Welcome to Robeson Community College. Thank you for choosing our Basic Law Enforcement Training (BLET) program to begin your journey into Law Enforcement.

Our SPRING 2026 BLET Day Academy will begin on Monday, January 12, 2026. Completed application packets must be submitted no later than 2:00 PM on December 12th, 2025.

Required Information Session: All Cadets must attend at least one Information Session. These sessions are held monthly in Building 11, Room 1123.

Day Session: 1st Monday of every month at 10:00am **Night Session:** 1st Wednesday of every month at 6:00pm

Sponsorship Requirement & Fees

All students must obtain sponsorship from a law enforcement agency to attend the BLET academy. Sponsorship waives the cost of tuition only; however, students are responsible for all additional fees, which must be paid by December 17, 2025. Cadets are responsible for the following fees: (Fees are subject to change without notice.)

- **\$35.00** BLET supply fee
- \$50.00 Activity fee
- \$32.00 Technology fee
- \$11.44 TimelyCare fee
- \$7.50 Parking fee
- \$527.00 Uniform & accessory fee

There are two options to purchase textbooks:

- Option 1: (\$885.00) Purchase from the North Carolina Justice Academy (NCJA)
- Option 2: (\$999.00) Purchase/Rent from RCC through First Day Complete Program

Approximate Total Cost Including Fees and Textbooks: \$1609.89 - \$1661.94

Financial Aid

• BLET students are eligible for financial aid and scholarships.

5160 Fayetteville Road | Lumberton, NC 28360 | P: 910.272.3700 | F: 910.272.3328



- Financial aid and scholarships can only be used at the Robeson Community College bookstore, not the NCJA.
- Cadets must use the most current edition of all required textbooks.

Required Documents & Submission Guidelines

All documents listed on the **BLET Student Checklist** must be submitted prior to the deadline for academy admission. **Ensure all copies are legible.** This packet includes all required forms.

Notary Services:

Mr. Bruce Meares, Qualified Assistant for BLET, is available for document notarization. Appointments must be scheduled in advance at (910) 272-3650.

Contact Information

If you have any **questions, concerns, or need clarification,** please feel free to contact me or Mr. Bruce Meares:

Email: dmeares@robeson.edu
Direct Line: (910) 272-3480

Direct Line: (910) 272-3650

Packet Submission

Tay M. Ding

Completed packets must be submitted in person to the faculty offices in Building 11. Each packet must be reviewed with cadet in person by Director Dimery or QA Meares.

Respectfully,

Matt Dimery

Director of Law Enforcement Programs

Robeson Community College

Frequently Asked Questions for the BLET Program

1. What sets the program at RCC apart from other basic law enforcement programs?

Robeson Community College's BLET student has access to a diverse group of instructors that teach each block. Our instructors range from patrol officers through command staff of local sheriff's offices and police departments. We also utilize NCSHP, ALE agents, and NC Magistrates to teach in their area of expertise. RCC's BLET student also go through a rigorous PT program to ensure they are able to pass the require POPAT.

2. How intense of a program is this?

BLET is a state mandated 640 hour course that takes approximately 16 weeks. RCC's program is approximately 700 hours. RCC's BLET program consist of about 60 plus hours of PT throughout the program. Students start PT at 6am, and are in class by 8am for their daily instruction. Students are held to a higher standard than traditional students, and this is because all law enforcement officers are held to that higher standards.

3. Do I have to wear a uniform?

BLET students are required to wear a uniform daily. Uniforms are ordered by the BLET department, and students cover the cost of uniforms through their required fees paid to the school. Students are provided three (3) sets of uniforms, and two (2) sets of PT uniforms, along with uniform accessories.

4. Is this program available for free?

BLET students can either be sponsored through an agency to waive their tuition, or be hired through an agency while they attend BLET. Students can apply for financial aid to cover the cost of books, supplies, and uniforms which average about \$1200.

5. Is there a required test prior to being accepted into BLET?

YES. All students must take a reading test, and score at least on the 10th grade reading level.

5. How do I apply for BLET?

- Visit the website at: https://www.robeson.edu/public-service/law/blet/
- Download and submit a BLET registration fpacket or
- Contact a member of the BLET staff at (910) 272-3690 to obtain a packet.



BLET Student Checklist

Please be sure to include the following with your application packet:

 Copy of Birth Certificate (Original must be copied by BLET Staff)
 Copy of Valid NC Driver's License
 Copy of Social Security Card (Original must be copied by BLET Staff)
 Copy of Official High School/College Transcript
 Copy of DD-214 (Prior Service Members Only)
 Certified Criminal History from EACH County/Sate of Residence*
 Sponsorship Verification Form
 Employment Verification Form (Only if Hired Through Agency)
 F-25 (Only if Hired Through Agency)
 Military Background Info (Current and and Prior Service Members Only)
 F-1 Medical History (CJC Standards)
 F-2 Medical Exam Report (CJC Standards)
F-3 Personal History Statement (CJC Standards)

***In certain cases, the Director may require an FBI "Right to Review" criminal history check. This nationwide background review covers all U.S. states and territories, providing a comprehensive history. It is particularly beneficial for applicants with prior military service or those who have resided in multiple states.



Admissions Information

Contact:

Phone: (910) 272-3342
Fax: (910) 618-5686

Application Process to RCC:

Submit your application online: <u>Robeson Community College Admissions</u>
Read all instructions carefully before starting your application.

Transcript Submission:

Official transcripts must be sent directly to:

Address: 5160 Fayetteville Road, PO Box 1420, Lumberton, NC 28360

Attention: Admissions

Important: RCC cannot accept unofficial or unsealed transcripts from applicants.

Required Documents:

- High School Diploma
- High School Equivalency/Adult High School Certificate
- College Transcripts (if applicable)

Additional Transcript Requests:

GED Transcripts: Request through <u>Diploma Sender</u> at <u>https://diplomasender.com/#</u>
Military Transcripts: Request via <u>Joint Services Transcript</u> (JST) at <u>https://jst.doded.mil/jst/</u>

Final Steps:

After submitting your application, print the confirmation page and include it in your BLET packet.

If unable to print, right-click on a blank area of the confirmation page and select "Print." If that doesn't work, print the submission confirmation from your email.

Save Your	Login Information (Received Once Accepted):
Username:	
Password:	

5160 Fayetteville Road | Lumberton, NC 28360 | P: 910.272.3700 | F: 910.272.3328



Reading Test Requirement

Effective June 1, 2010, the NC Criminal Justice Education and Training Standards Commission revised Rule 12 NCAC 02B .0203(e) as follows:

- Individuals **must** complete the reading component of a **nationally standardized test** within **one year prior** to admission into the **Basic Law Enforcement Training (BLET) program**.
- A minimum score of **10th-grade level or equivalent** is required.
- This applies to all enrollees, including **partial or limited** trainees.

Reading Test Administration

P Location: RCC Campus, Building 14, Room 1427A

Appointment Required: Call (910) 272-3641

6 Cost: Free

Z Duration: Approximately **45 minutes**

(L) Arrival: Arrive 10 minutes early

Required: Bring a valid photo ID

♥ For questions or to schedule an appointment, call (910) 272-3641.



Financial Aid Information

Pell Grant Now Available for BLET Academy Students

Students enrolled in the **Basic Law Enforcement Training (BLET) Academy** may qualify for **Financial Aid (Pell Grant)**. To apply, visit:

Robeson Community College Financial Aid at https://www.robeson.edu/fa/

Important Application Requirements

- **✓ Complete Your FAFSA:** Submit your application and respond to any additional requests from **FAFSA and/or RCC Financial Aid** promptly.
- ✓ Verification Process: Some applications may be selected for verification, requiring submission of additional documents to RCC's Financial Aid Office. Timely response is crucial for processing.
- Academy Application Approval: Both the Financial Aid and Admissions applications will not be processed without approval of a complete BLET Academy application packet by the Academy Director.
- ⚠ Delays in submission may result in delayed or denied financial aid processing.

Financial Aid Contact Information

- **↑ Location:** Building 13, RCC Campus
- Jessie Hunt
- * Role: Financial Aid Specialist (Front Desk Services | Document Intake)
- **Phone:** (910) 272-3352
- Keats Ellis
- **Role:** Veterans Certifying Official | Financial Aid Specialist (Last Names M Z)
- **Phone:** (910) 272-3337 (Office: Room 1314)

For questions or assistance, reach out to the RCC Financial Aid Office.



Criminal History Records

Civilian Criminal History Records

If you have never served in the military, you must provide official criminal record checks from each county and each state you have lived in.

★ If you were arrested in a county you did not reside in, you must obtain a record check from that county as well.

Military Record Check Requirements

- All military criminal record checks must be obtained from Quantico, VA.
- Records from the Provost Marshal's Office will NOT be accepted.

Military Record Request Information

U.S. Army Records

U.S. Army Criminal Record Center

27130 Telegraph Road, Quantico, VA 22134

Phone: (305) 4224 (General Information)

Fax: (305) 4154

FOIA Inquiries: (305) 0003

Email: sarmy.belvoir.usacidc.mbx.crcfoiapa@mail.mil

Website: U.S. Army CID

U.S. Air Force Records

Information Release Division

27130 Telegraph Rd, Quantico, VA 22134-2253

Phone: (305) 8044

Email: afosi_hq-foia-request@us.af.mil
Website: Air Force Privacy Office

U.S. Navy / Marine Corps Records

Naval Criminal Investigative Service (NCIS)

Attn: Records Management Branch (Code 11C1)

5160 Fayetteville Road | Lumberton, NC 28360 | P: 910.272.3700 | F: 910.272.3328



27130 Telegraph Rd, Quantico, VA 22134-2253

Phone: (305) 9092

Email: ncis_foia@ncis.navy.mil

Website: NCIS FOIA Requests

★ If you served in multiple branches, you must obtain records from each branch.

Additional Criminal Record Checks for Veterans

You must also provide local jurisdiction criminal records from every place you have lived while in the military.

If you were arrested in a county you did NOT reside in, you must also obtain a record check from that county.

Overseas Civilian Contractors

- **★** If you worked overseas as a civilian contractor, follow these steps:
 - 1. Contact the consulate for the country you worked in.
 - 2. Request an official criminal record check.
- If denied:
 - Obtain a letter from your employer stating you were not arrested.
 - Submit **all documentation** to RCC for review before enrollment.
- **♦** No criminal record checks = No enrollment in BLE.

Questions?

Contact Mr. Bruce Meares at (910) 272-3650.



Law Enforcement Programs

Department of Criminal Justice Technology

BACKGROUND CHECK FOR BLET STUDENT

For Robeson County Criminal History Only

(Date)
Honorable Shelena Smith
Robeson County Clerk of Superior Court
Robeson County Courthouse
500 North Elm Street
Lumberton, North Carolina 28359-1084
To the Honorable Clerk of Superior Court Smith:
Please allow this letter to serve as verification that is
(Students Name)
in the application for admissions process for the Basic Law Enforcement Training Academy (BLET) at Robeson Community College. This student requires a copy of his/her criminal record for academy admission consideration. The records check will be used in accordance with 12 NCAC 9B.0203 (h) for this student's admission into the academy. Thank you for your time and consideration.
Respectfully,
Tay M. Dimen
Terry M. Dimery
Director, Basic Law Enforcement Training Academy



BLET Recruit

Sponsorship Letter

Chapter 115D of the North Carolina General Statues authorizes the State Board of Community Colleges to waive tuition and registration fees in certain programs, including programs for local law enforcement officers. Because the mandated required entry training program for law enforcement officers is contained within a certificate curriculum program entitled Basic Law Enforcement Training (BLET, the State Board of Community Colleges adopted a revised policy on April 16, 1986, that this BLET curriculum program, and other such programs which may be mandated by the law enforcement commission are eligible for tuition and fee waiver beginning Spring quarter 1986 for all sworn law enforcement officers and unsworn recruits in local or state law enforcement agencies. Tuition and fees may not be waived for members of the general public enrolled in the BLET curriculum program.

This is to certify that	,DOB:	is
being sponsored byenforcement officer/unsworn recruit.	a	s a sworn law
	Printed Name of Official	-
	Authorized Official's Signature	 ure
	Sponsoring Agency	-
	Date Signed	_





EMPLOYMENT VERIFICATION FORM

to begin	e following officer in the Basic Law Enforcement January 12, 2026 at Robeson Community Color this individual's employment with our agency.	
FULL NAME: _		
ADDRESS:		
-		
LAW ENFORCI	EMENT AGENCY:	
AGENCY REPR	RESENTATIVE:(Print) Title/Rank and Name	Date
E-MAIL ADDR	ESS:	<u>-</u> -
PHONE NUMB	ER:	_
	Student selection will be based on the earliest date employed with law enforcement agencies will be gi	
THAT A BACKO PROHIBIT THE AGENCY. FUR CHARACTER O	NG THE ADMISSION OF THIS INDIVIDUAL, I AND GROUND CHECK WAS CONDUCTED AND REVISES INDIVIDUAL FROM BEING EMPLOYED BY AN THERMORE, I ATTEST THAT I AM AWARE OF IN REPUTATION TIIAT WOULD.BRING DISCRETT OR ROBESON COMMUNITY COLLEGE.	EALED NOTHING THAT WOULD A LAW ENFORCEMENT NOTHING IN THIS PERSON'S
(VE 1 : A	P	Date:
(*Employing Ag	gency Representative's Signature)	