

# Report Writing



**40 Hours**

**April 10–21**

**Monday – Friday, 6–10 p.m.**

**SFSC's Highlands Campus**

This course is designed primarily to provide a focused review and practice of the basic elements necessary for effective writing of criminal justice reports. Participants who take this course will write in a direct style that communicates information critical to a reader's understanding of the situation. This course can apply towards mandatory retraining or salary incentive. Class size is limited. To register, mail, fax, or drop off to the academy a department authorization form. Contact Mike Austin for more information at [austinm@southflorida.edu](mailto:austinm@southflorida.edu).

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