EMERGENCY

Section

TITLE 20: CORRECTIONS, CRIMINAL JUSTICE, AND LAW ENFORCEMENT CHAPTER V: ILLINOIS LAW ENFORCEMENT TRAINING AND STANDARDS BOARD

PART 1720 ILLINOIS POLICE TRAINING ACT

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AUTHORITY: Implementing, and authorized by Section 10 of, the Illinois Police Training Act [50 ILCS 705].

SOURCE: Filed and effective July 26, 1966; codified at 7 Ill. Reg. 11232; amended at 8 Ill. Reg. 12259, effective July 1, 1984; amended at 11 Ill. Reg. 16692, effective October 6, 1987; amended at 12 Ill. Reg. 3728, effective February 2, 1988; amended at 13 Ill. Reg. 19957,

effective December 11, 1989; amended at 14 III. Reg. 14800, effective September 4, 1990; amended at 15 III. Reg. 999, effective January 14, 1991; amended at 16 III. Reg. 4002, effective February 28, 1992; emergency amendment at 16 III. Reg. 727, effective January 1, 1992; amended at 16 III. Reg. 18811, effective November 19, 1992; emergency amendment at 28 III. Reg. 6479, effective April 12, 2004, for a maximum of 150 days; emergency expired September 8, 2004; amended at 28 III. Reg. 13537, effective September 23, 2004; emergency amendment at 29 III. Reg. 19708, effective November 15, 2005, for a maximum of 150 days; amended at 30 III. Reg. 7925, effective April 11, 2006; amended at 32 III. Reg. 14749, effective August 28, 2008; amended at 35 III. Reg. 21047, effective January 1, 2012; amended at 39 III. Reg. 2578, effective February 5, 2015; emergency amendment at 47 III. Reg. _______, effective ________, for a maximum of 150 days.

SUBPART A: CERTIFICATION OF POLICE OFFICERS

Section 1720.10 Course Requirements EMERGENCY

- a) Minimum Hours
 - 1) The Board, from time to time, shall set the minimum number of hours in prescribed subjects of the Minimum Standards Basic Law Enforcement Officers Training Course. An hour of instruction is defined as being 50 minutes of actual instruction plus a 10 minute recess period.
 - 2) The Board strongly recommends that the minimum number of hours set by the Board be exceeded whenever possible.
- b) The Minimum Standards Basic Law Enforcement Officers Training Course shall consist of concentrated study which is continuous and full time.
- c) The Basic Course shall cover the prescribed subjects with the instructional time as specified in the approved curriculum and instructor's guides.
- d) Training in advanced and specialized areas of police work must follow curricula approved by the Board to be reimbursable.
- e) In-service refresher type training on a departmental or regional level should be designed to meet particular problems of that locale. Therefore, each proposed course of this type shall be considered for reimbursement on an individual basis by the Board.

(Source:	Emergency amend	lment at 47 Ill. Reg	, effective	, for a
maximun	n of 150 days)			

Section 1720.15 Equivalency Examination EMERGENCY

- a) The Executive Director may grant certification or a waiver of basic training requirements set forth by the Board if, by reason of extensive prior experience as a law enforcement officer or prior experience as a county corrections officer, the basic training requirement is illogical or unreasonable. The Executive Director may require the applicant to take and successfully pass the Board's Equivalency Examination if the Executive Director, in reviewing prior experience and training, determines that there is a need for the applicant to demonstrate current knowledge of Illinois law and procedures. Factors the Executive Director shall consider in determining the need for the Equivalency Exam shall include, but not be limited to, the type and length of prior experience as a law enforcement or county corrections officer, prior certificates for training, and education.
- b) The Board shall establish a minimum passing score. In establishing a minimum score, the Board will ensure that the score reflects the knowledge and competency of the applicant. Any applicant who did not attend an approved Illinois basic academy seeking certification based on other training must successfully pass the Equivalency Examination. Prior to December 15, 2022, the minimum passing score will be established by the Board within the range of 60 to 80% of the total score. Beginning December 15, 2022, the acceptable passing score shall be 66%.
- c) The content of the test shall include, but not be limited to, material in the areas specified in Section 7(a) of the Illinois Police Training Act (Act) and subjects covered in the Peace Officer and Probation Officer Firearm Training Act [50 ILCS 710].
- d) The Board shall at least biennially review the content of the examination and minimum passing score to ensure accuracy and reliability.
- e) Beginning December 15, 2022, an officer may challenge the Equivalency Exam three times in their career.

(Source:	Emergency amendment at 47 Il	l. Reg	, effective	, for a
maximun	n of 150 days)			

Section 1720.20 Minimum Requirements of the Trainee EMERGENCY

- a) Regular attendance at all sessions is required. However, excused absences may be granted by the Academy Director under certain limited circumstances beyond the trainee's control, which may include, but not be limited to, a death in the family, illness, response to a court subpoena, disability, or a transportation breakdown. In order to successfully complete the course, absences must not exceed ten percent of the total hours of instruction for any Board certified course of instruction.
- b) Trainees shall maintain an adequate classroom notebook. Factors to be considered in rating the notebook are neatness, legibility, accuracy and sufficiency of content. "Adequate", for purposes of this subsection, refers to:
 - 1) Neatness. Requires concise organization of the notes. All notes and handouts will be placed in the book or received during the course. Dividers into topics are required.
 - 2) Legibility. Put down notes in brief, clear complete sentences. Underline the important items. Lined notebooks or typing paper for typing should be used.
 - 3) Accuracy. The notes taken in class must precisely reflect the content of the class.
 - 4) Sufficiency of content. Notes should be in the trainee's own words. The trainee should strive to achieve condensation of the material clearly and concisely.
- c) Trainees shall qualify in the use of firearms as required by the Peace Officer and Probation Officer Firearm Training Act [50 ILCS 710].
- d) An overall average of 70% must be achieved on all written examinations given during any course of training. Separate evaluation of any skill-oriented performance requirements shall be made by the Academy Director on a satisfactory/unsatisfactory basis.
- e) The Academy Director shall establish standards of conduct for the recruit while enrolled at the academy. These shall include demeanor, deportment and compliance with the discipline and regulations of the school or course. Receipt of certification of the successful completion of the course from the academy shall be deemed proof that the trainee has complied with the requirements of this subsection.

- f) Each trainee who has not been awarded a certificate attesting to his successful completion of the Minimum Standards Basic Law Enforcement Training Course as prescribed by the Board within 6 months after his initial full-time employment must forfeit his position, or the employing agency must obtain a special extension waiver from the Board extending the period for compliance. Such waivers shall be issued only for good and justifiable reasons, and in no case shall extend more than 90 days beyond the initial 6 months. [50 ILCS 705/8.1(a)] Good and justifiable reasons for a waiver include, but are not limited to, unavailability of academy space for training, illness or disability, and the need for the trainee to serve his or her department during the initial 6 month period.
- g) Each trainee shall bring such equipment as required by the Course Director.
- h) A trainee shall pass the State comprehensive certification examination to qualify as a permanent law enforcement or permanent correctional officer, except as is otherwise provided for in the Illinois Police Training Act.
 - 1) The test shall be in writing or conducted electronically. It shall be administered by the staff of the Board, or such other testing company or association expressly authorized by the Board.
 - The Board shall establish a minimum passing score. In establishing the minimum passing score, the Board will ensure that the score reflects the knowledge and competency of the trainee for law enforcement or correctional work. The minimum passing score will be established by the Board within the range of 60 to 80% of the total score. At the beginning of each training course the minimum passing score will be announced. Beginning November 1, 2022, the minimum passing score is 66%.
 - 3) The content of the test for law enforcement officers may include, but not be limited to, material in the areas specified in Section 7(b) of the Act and subjects covered in the Peace Officer Firearm Training Act [50 ILCS 710].
 - 4) The content of the test for correctional officers may include, but not be limited to, material in the areas specified in 20 Ill. Adm. Code 1750.202 and subjects covered in the Peace Officer Firearm Training Act.
 - 5) The Board shall at least biennially review the content of the exam and minimum passing score to ensure they are current and reliable.

(Source:	Emergency amendment at 47 Ill. Reg	, effective	, for a
maximur	n of 150 days)		

Section 1720.25 Procedures for Administration of Law Enforcement and Correctional Officers Certification Examination EMERGENCY

- a) The Comprehensive Examination will be administered to all trainee law enforcement and correctional officers who successfully complete the Trainee Basic Law Enforcement or Correctional Officers Training Course at a Statecertified academy.
- b) Trainees who successfully pass the Comprehensive Examination shall be eligible to receive certification attesting to their successful completion of the Minimum Standard Basic Law Enforcement or Correctional Training Requirements.
- c) Examination scores will be reported in writing to the Chief Administrator of the Trainee's employing agency within 14 days after the examination date.
- d) Law Enforcement or Correctional Trainees are required to successfully complete the Comprehensive Examination on one occasion only. There are no requirements for re-qualification.
- e) Only trainees who have been certified by the Academy Director as having successfully completed the Trainee Basic Training Law Enforcement or Correctional Officers Course with an average minimum score of 70% are eligible to take the Comprehensive Examination.
- f) Each trainee must be a full-time law enforcement or correctional officer and be employed by a local law enforcement agency.
- g) In the event the trainee fails to successfully complete the Comprehensive Examination on the initial administration, he or she will be allowed to re-take the Comprehensive Examination a maximum of 2 times with respect to each appointment.
- h) In order to be eligible to re-take the Comprehensive Examination, a written request must be submitted by the Chief Administrator of the Officer's employing agency. Upon receipt of the written request, the Board shall administer the retake examination, except as may otherwise be provided in subsection (o).
- i) Law enforcement or correctional officers who initially fail to successfully complete the Comprehensive Examination will be administered an alternate version of the Comprehensive Examination on any successive re-takes.
- j) The Board will establish and publish the locations with the dates and times for the administration of re-take examinations. Such exams will be given at least twice

every 6 months.

- k) In the event that a law enforcement or correctional officer fails to successfully complete the Comprehensive Examination and is discharged as an employee by a law enforcement agency, he or she is nevertheless eligible to re-take the Comprehensive Examination if employed by another local law enforcement agency. He or she will be viewed as a new trainee by the Board and would be granted all rights that are provided to new trainees as specified in this Part.
- 1) The Comprehensive Examination will be administered on site at the academies or at a special testing facility, at the conclusion of the last week of the basic course.
- m) The trainee will have 3.5 hours to complete the Comprehensive Examination. A trainee will be excused from completing the examination if he/she is ill and excused by the proctor.
- n) Individuals allowed within the testing area will be limited to Board-approved examination proctors and those who are taking the examination.
- o) Any trainee who is uncooperative, disruptive or is thought to be cheating during the administration of the Comprehensive Examination will be ordered by the proctor to turn in his or her examination and to leave the examination area. A complete written report of the incident will then be submitted to the Executive Director of the Board and to the Chief Administrator of the officer's employing agency. The offending trainee shall have the opportunity within 7 days to submit a written report to the Executive Director describing the trainee's version of the event. In such cases it will be left to the discretion of the Executive Director to determine whether the officer has forfeited the examination and whether the trainee is eligible to re-take the Comprehensive Examination. The Executive Director's determination will be based on the nature of the officer's misbehavior and on the supporting evidence of such misbehavior.

(Source:	Emergency amend	lment at 47 Ill. Reg	, effective	, for a
maximun	n of 150 days)			

Section 1720.30 School Standards and Requirements EMERGENCY

- a) Each local school or course certified by the Board shall operate, for the duration of the school or course, under a full-time Director approved by the Executive Director of the Board.
- b) The Academy Director shall assume the responsibility of the overall supervision of the school, including the preparation and grading of examinations, rating of classroom notebooks, arranging for qualified instructors, providing for food and lodging for the trainees where appropriate, arranging for adequate training facilities such as classrooms, props, gymnasium and safe firearms ranges, and the conduct and discipline of the trainees.
- c) The Academy Director shall maintain complete records on each trainee and, at the conclusion of the course, submit those records to the Executive Director of the Board for filing in such form as he may require. A copy of the performance record of each trainee shall also be furnished to the employing agency, including demeanor and deportment of the trainee.
- d) The Academy Director shall make a final determination as to whether a trainee has satisfactorily passed all reasonable standards and requirements of a particular course of training. He shall also have the authority to dismiss from the school any trainee prior to the completion of the course, if, in the opinion of the Academy Director, the trainee is unable or unwilling to satisfactorily complete the prescribed course of training. Immediately upon dismissal action, the Academy Director shall submit a written report to the Executive Director and the appointing authority.
- e) The Academy Director shall also have the responsibility of fixing reasonable fees to be charged for any training course, including tuition and room and board where applicable. The local governmental agency employing the trainee shall pay the fees directly to the training school or sponsoring agency.
- f) Approval of Training Course
 - A formal letter of application for certification of a training course under the Illinois Police Training Act must be submitted to the Executive Director by the sponsoring agency and/or the course Director. Such application must include course objectives, curriculum outline, a brief description of what is taught under each topic, the complete schedule of the school (hour by hour and day by day and lesson plans) and the names and qualifications of the instructors to be used. It should also list the specific location of the physical facilities to be used, including firearms

ranges and detailed justification regarding fees to be charged, as set forth in subsection (e). Applications shall be submitted at least 45 days prior to the next regularly scheduled meeting of the Board.

- 2) After the complete program of the proposed course is evaluated, the applicant will be notified by the Executive Director as to whether the course is approved or disapproved.
- g) The Academy Director shall have the responsibility of administering the Board's Physical Fitness Training Standards to all trainees before they commence the Minimum Basic Standard Law Enforcement Training Course. A trainee must successfully meet the Board's Physical Fitness Training Standards as described in subsection (h).
- h) Every trainee shall be required to perform and successfully complete all of the Board's physical fitness tests in the sequence delineated in this Section. The tests shall be as follows:
 - 1) Every trainee shall meet the Board's sit and reach standard as defined in Appendix A.
 - 2) Every trainee shall meet the Board's one minute sit-up standard as defined in Appendix A.
 - 3) Every trainee shall meet the Board's benchpress standard as defined in Appendix A.
 - 4) Every trainee shall meet the Board's 1.5 mile run standard as defined in Appendix A.
- i) If a trainee fails any standard listed in subsection (h), the Academy Director is authorized to administer the minimal physical fitness sequence to the trainee on one more occasion. A trainee only needs to retake the standards of the sequence he or she failed. The retake of a sequence must not be administered before 48 hours have elapsed following the conclusion of the trainee's first physical fitness test, nor later than 72 hours after the conclusion of the first test.
- j) Within the final week of the academy, the recruit must complete the sequence of Appendix A again and the results of these tests must be shared with the Board for analysis.

(Source: Emergency amendment at 47 Ill. Reg	, effective,	for a
maximum of 150 days)		

Section 1720.35 Academy Entrance Qualifications EMERGENCY

- a) A person shall not be eligible to enter a Board-certified academy for basic training if that person has been convicted of a felony, decertifiable misdemeanor as prescribed in Section 6.2 of the Police Training Act, or any other crime involving moral turpitude, and unless he or she is a person of good character.
- b) Moral turpitude includes, but is not limited to, actions that contravene the need to protect the public, fail to meet the integrity of the profession, or do not preserve the administration of justice from reproach.
- c) An applicant's employer agency shall submit to the academy an authorization to obtain and release information and a written certification within 30 days prior to the first day of basic training. The written certification shall attest that the applicant's background has been checked and verified and that the applicant meets the requirements set forth in subsection (a) and Section 6 of the Illinois Police Training Act.
- d) The written certification shall contain the following information:
 - 1) Name and address of employer agency;
 - 2) Name and address of applicant;
 - 3) Verification that the criminal history of the applicant has been examined and contains no violation as specified in this Part;
 - 4) Verification that the personal history of the applicant has been examined and that the applicant is of good character; and
 - 5) Dated signatures of the agency head on the application with an attestation from the applicant that the information is true and correct.
- e) The Board-certified Academy Director shall have the first 2 weeks of training to review the qualifications of the applicant to enter the academy. An applicant's participation in the academy is conditional upon this review.
- f) In the event that the Board-certified Academy Director determines that an applicant does not meet the standards set forth by law, the applicant's employer agency shall be notified in writing that the applicant is not eligible to enter the academy and the applicant shall be sent home. Reasons for the denial shall be in writing.

- g) Any employer agency who wishes to appeal the decision of a director denying admission into a Board-certified academy shall, within 10 days, submit a written request for review to the Executive Director of the Board.
- h) The Executive Director of the Board shall have 30 days to undertake a review of the Academy Director's decision. The Executive Director shall have the powers of investigation. Failure to cooperate in the investigation on the part of the applicant or employer agency may result in disqualification.
- i) The Executive Director shall decide within 30 days whether to confirm or overrule the Academy Director's decision. If the Executive Director confirms the decision, or if the Board in any way believes the individual to lack the requisite characteristics to serve as a law enforcement officer, the Board shall issue a formal Finding of Ineligibility to the employing agency.
- j) In the event the Executive Director confirms the decision, the applicant's employer agency may, in writing, file an appeal, within 10 days after the Executive Director's decision. The Board's Certification Review Panel shall review the record at the next regularly scheduled meeting to confirm or overrule the Executive Director. The Certification Review Panel shall make its recommendation to the Board at the Board's next regularly scheduled meeting.
- k) If an appeal is filed, an applicant shall be entitled to the 90 day extension in Section 8.1 of the Act to complete basic training.

(Source: Emergency amendment at 47 Ill. Reg.	, effective	_, for a
maximum of 150 days)		

Section 1720.60 Requirements of Participating Local Agencies EMERGENCY

Each participating local governmental agency shall:

- a) Specifically inform each full-time officer appointed after January 1, 1976 that, as a condition of permanent employment, the officer must successfully complete the prescribed Basic Course of training within the first 6 months after employment.
- b) Fully cooperate with the Training Board by furnishing reports and information the Board deems necessary to fully implement all provisions of the Act.
- c) Not appoint any person as a permanent full-time law enforcement officer who has not been awarded a certificate by the Training Board attesting to successful completion of the required basic training course within the first 6 months of employment. A waiver of this training requirement may be obtained under certain conditions (Section 1720.20(f)).
- d) Before an individual can be vested with law enforcement authority and permitted to patrol the public, each agency must activate the certification of an individual by:
 - 1) For newly hired and trained officers,
 - A) conducting a thorough background check on the individual,
 - B) confirming the individual completed an approved training academy, and
 - C) confirming the individual passed the state certification exam.
 - 2) For previously certified officers,
 - A) conducting a thorough background check on the individual in accordance with the Police Training Act,
 - B) submitting a request for reactivation to the Board, and
 - C) obtaining notice of reactivation from the Board.
 - 3) For officers who have attended an academy and obtained certification in another state or with an agency of the federal government,
 - A) confirming certification through out of state reciprocity,

- B) verifying the individual's prior trainings, and
- C) confirming the individual completed all courses prescribed by the Board and passed the Equivalency Exam.
- e) Terminate the employment of any officer who fails to successfully complete the prescribed Basic Course within the first 6 months of employment, unless a waiver of the basic course requirement has been granted to the employing agency upon proper application to the Executive Director of the Board.
- Board, the chief administrator of a law enforcement agency must request reactivation of said certification to allow them to exercise law enforcement authorities. An individual who is not certified by the Board or whose certified status is inactive shall not function as a law enforcement officer, be assigned the duties of a law enforcement officer by an employing agency, or be authorized to carry firearms under the authority of the employer, except as otherwise authorized to carry a firearm under State or federal law. 50 ILCS 705/8.1. Requests for reactivation will be addressed by the Board in a timely manner. Any request requiring more than 7 days to process will be addressed by a letter from the Board to the agency administrator explaining the need for additional time.
- g) When appointing an officer who has previously been issued law enforcement certification in another state or by a law enforcement agency of the federal government, the employing law enforcement agency may apply to the Board for an out-of-state reciprocity certification and allow the officer to complete the conditions assigned by the Board based upon the specific coursework already completed. Until such time as the certification is obtained, the officer shall be deemed inactive. An individual who is not certified by the Board or whose certified status is inactive shall not function as a law enforcement officer, be assigned the duties of a law enforcement officer by an employing agency, or be authorized to carry firearms under the authority of the employer, except as otherwise authorized to carry a firearm under State or federal law. 50 ILCS 705/8.1

(Source:	Emergency amendment at 47 Ill. Reg.	, effective _	, for a
maximun	n of 150 days)		

Section 1720.90 SAFE-T Act Transitional Certification Authority EMERGENCY

- a) In accordance with power to administer state certification examinations, the Board may establish a process for allowing those officers who were actively employed as of July 1, 2022 but have not been issued a certificate in the course of their career, to obtain a transitional certificate and remain eligible for active law enforcement employment.
- b) To ensure that all officers who were formerly issued waivers or offered provisionary accommodations meet the training and examination thresholds of certification, the Board may review each such officer on a case by case basis and establish special conditions for certification. The procedures for applying, satisfying, and receiving a transitional certificate may include attendance of a course or set of courses and the successful passage of an exam. Upon satisfaction of all established conditions, the officer will be issued a certificate and certificate number.

(Source:	Emergency rul	le added at 47	Ill.Reg	, effecti	ve	_, for a
maximun	n of 150 days)					

SUBPART B: DECERTIFICATION OF POLICE OFFICERS

(Source:	Repealed by emergency rulemaking at 47 Ill. Reg	, effective
	, for a maximum of 150 days)	

Section 1720.120 Submission and Review of a Complaint (Repeale	f a Complaint (Repealed)
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Section 1720.130	Certification	Revocation	(Repealed)
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Section 17	20.140	Reporting	(Repealed	1)

Section 1720.150	Law Enforcement Training and Standards Board Costs and Att	orney
Fees Fund (Repea	aled)	

Section 1720.APPENDIX A Physical Fitness Standards EMERGENCY

EMERGENCY

1. **SIT AND REACH TEST:** This is a measure of the flexibility of the lower back and upper leg area. It is an important area for performing police tasks involving range of motion and is important in minimizing lower back problems. The test involves stretching out to touch the toes with extended arms from the sitting position. The score is reflected by the inches reached on a yard stick with 15" being at the toes.

	MALE	MALE	MALE	MALE	FEMALE	FEMALE	FEMALE	FEMALE
	AGE	AGE	AGE	AGE	AGE	AGE	AGE	AGE
TEST: Sit								
and Reach	20-29	30-39	40-49	50-59	20-29	30-39	40-49	50-59
Academy								
Entrance:	14.4	13.0	12.0	10.5	17.0	16.5	15.0	14.8

2. **1 MINUTE SIT-UP TEST:** This is a measure of the muscular endurance of the abdominal muscles. It is an important area for performing police tasks that may involve the use of force and is an important area for maintaining good posture and minimizing lower back problems.

	MALE	MALE	MALE	MALE	FEMALE	FEMALE	FEMALE	FEMALE
	AGE	AGE	AGE	AGE	AGE	AGE	AGE	AGE
TEST: One								
Minute Sit								
Up Test	20-29	30-39	40-49	50-59	20-29	30-39	40-49	50-59
Academy								
Entrance:	33	30	24	19	24	20	14	10

3. **1 REPITITION MAXIMUM BENCH PRESS**: This is a maximum weight pushed from the bench press position and measures the amount of force the upper body can generate. The score is reflected by the ratio of weight pressed to body weight.

	MALE	MALE	MALE	MALE	FEMALE	FEMALE	FEMALE	FEMALE
	AGE	AGE	AGE	AGE	AGE	AGE	AGE	AGE
TEST:								
Bench Press	20-29	30-39	40-49	50-59	20-29	30-39	40-49	50-59
Academy								
Entrance:	88%	78%	72%	63%	51%	47%	43%	39%

4. **1.5 MILE RUN:** This is a timed run to measure the heart and vascular systems' capability to transport oxygen. It is an important area for performing police tasks involving stamina and endurance and to minimize the risk of cardiovascular problems. The score is in minutes and seconds.

	MALE	MALE	MALE	MALE	FEMALE	FEMALE	FEMALE	FEMALE
	AGE	AGE	AGE	AGE	AGE	AGE	AGE	AGE
TEST:								
1.5 Mile								
Run	20-29	30-39	40-49	50-59	20-29	30-39	40-49	50-59
Academy								
Entrance:	14:00	14:34	15:24	16:58	16:46	17:38	18:37	20:44

(Source:	Emergency amendment at 47 Ill. Reg.	, effective _	, for a
maximun	n of 150 days)		

<u>ILETSB</u>	20 IL	<u>LINOIS ADMINISTRATIVE CODE 172</u>	<u>0 1720.APPENDIX B</u>
Section 1720.APPEN	DIX B	Complaint Form (Repealed)	