



**CALIFORNIA
DEPARTMENT OF JUSTICE**

**RECORD OF ARREST AND PROSECUTION (RAP)
SHEET TRAINING**

The California Department of Justice (DOJ) is presenting a “Record of Arrest and Prosecution (RAP) Sheet Training Course.” The RAP Sheet training course is designed to demonstrate to CLETS users how to decipher the basic information contained in a RAP Sheet. This is a 4 hour course.

Training will be offered at the following location/time:

**San Bernardino County Sheriff's Department
655 East 3rd Street
San Bernardino, CA 92415**

Date: June 16, 2015	Time: 8:00 A.M. – 12:00 P.M. (Morning Session)
Date: June 16, 2015	Time: 1:00 P.M. – 5:00 P.M. (Afternoon Session)
Date: June 19, 2015	Time: 8:00 A.M. – 12:00 P.M. (Morning Session)

Please note:

- Space is limited, registration will be offered on a first come first serve basis.
- Complete the registration form and e-mail to RAPSheetTraining@doj.ca.gov or fax to (916) 227-4997. Please indicate which session the registration is for.
- The RAP Sheet training is not Basic or Novice course. Attendees should possess a basic understanding of CLETS and CLETS operations.

For more information, please contact DOJ's Client Services Program at (916) 227-3332 or Training Specialist II Desiree Harrington at (909) 463-5279 or e-mail at dharrington@sbcisd.org.