The curriculum was discussed by the Education Steering Group on May 30, 2018.

The Police University College has approved the curriculum for the Bachelor of Police Services degree on June 13, 2018.
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Process writing ........................................................................................................................................... 113
Preparatory course in Swedish .................................................................................................................. 114
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Basic Russian for police officers .................................................................................................................. 120
Striving for professional competence

Police officers are required to have multifaceted expertise and skills that are based on the values and code of conduct generally accepted in police work. The purpose of the Police University College of Finland is to provide higher education in internal security based on research and cultural knowledge for students aiming for expert and leadership positions, as well as to support each student's professional growth and promote lifelong learning. Additionally, the Police University College conducts applied research and development work which serve the planning and development of police work and internal security, as well as teaching at the Police University College.

Students who complete the Bachelor of Police Services program will obtain the polytechnic Bachelor’s degree in Policing. The general objective of the degree is for the student to acquire:
- comprehensive and practical basic skills and knowledge and the theoretical basis for them, for the purpose of performing specialist functions in internal security;
- capabilities to follow the trends and facilitate the development of internal security;
- readiness for life-long learning;
- relevant skills in communication and languages, and;
- capabilities required by the international functions related to internal security.

The scope of the Bachelor of Police Services degree is 180 credits. Students are expected to complete their studies in approximately 3 years. Students who complete the degree program have the capabilities to work both independently and as a specialist in multidisciplinary police work, and to develop the field of policing.

More detailed provisions on eligibility requirements for positions in the police force are given in section 16 of the Decree on police administration (359/1992).
## Professional growth

Themes related to professional growth, assigned for each academic year, describe the stages of the learning process. The Bachelor of Police Services studies have been staggered according to three annual themes, enabling a gradually deeper focus on specialist competences.

<table>
<thead>
<tr>
<th>Professional growth</th>
<th>Police University College – the student’s professional growth</th>
</tr>
</thead>
</table>
| Achieving professional competence in police work | A 3rd year student  
- is able to make decisions in unforeseen situations, as well as plan, carry out and evaluate police work in different operating environments.  
- is able to utilise and apply different theoretical approaches and work methods in accordance with the generally accepted code of conduct and to evaluate these.  
- acquires the skills required to develop and reform the workplace.  
- has a command of police work as a professional entering a new occupation. |
| Expanding police work skills and knowledge | A 2nd year student  
- acquires an understanding of key work tasks and learns to apply knowledge, skills and values to police work, as well as how to carry out a police officer’s basic work tasks.  
- is able to plan and carry out police work under the supervision of an experienced police profession.  
- is able to plan and evaluate his/her own actions and work. |
| Learning the basics of police work | A 1st year student  
- acquires knowledge on the police profession and its core areas of competence and is able to understand the professional requirements related to police work.  
- learns the basic set of knowledge, skills and values in police work, and acquires the knowledge and skills required.  
- is able to communicate in fluent spoken and written Finnish in work-related situations that require communication and interaction.  
- is able to independently take part in international communication and interaction using both English and Swedish. |

Figure: Student’s professional growth

## European and national qualification frameworks

The European Qualifications Framework (EQF) and National Framework for Qualifications and Other Competence (NQF) classify degrees to certain requirement levels on the basis of competence. Finland observes the EQF requirement level classification. The Act (93/2017) and Decree (120/2017) on the Framework for Qualifications and Other Learning Modules define the requirement levels of degrees, courses and other extensive learning modules.

For each requirement level, the Act specifies the knowledge, understanding and capabilities of a student who has attained the level. These requirement level descriptions are applied to the work of the Police University College, creation of competence profiles, and the evaluation of competence.

In the national qualifications framework, level 6 and the shared national competences describe the level of competence of graduates of universities of applied sciences. The aim is to integrate the level descriptions and general competences with the objectives of the
curricula. Achieving these objectives is also assessed as part of the normal assessment of competence associated with the learning process.

Level 6 (degrees from universities of applied sciences, Bachelor’s degrees)

- The student has gained a broad and advanced knowledge of the field of study, including a critical understanding and assessment of the key concepts, methods and principles.
- Holder understands the scope and limits of professional fields and/or scientific disciplines.
- Holder has advanced cognitive and practical skills that demonstrate mastery of concepts, the ability to apply them and the ability to come up with creative solutions and implementations that are required in a specialized professional, scientific or artistic field to solve complex or unpredictable problems.
- Holder works independently in expert positions in the field and in international cooperation or runs a business.
- Holder manages complex professional operations or projects.
- Holder is capable of making decisions in unpredictable operating environments.
- Holder is responsible not just for the evaluation and development of their own expertise but also for the development of individuals and groups.
- Holder has the prerequisites for lifelong learning.
- Holder works with different kinds of people in educational and working communities as well as in other groups and networks, taking into account collaborative and ethical perspectives.
- Holder communicates fluently in their mother tongue to audiences both within and outside their field orally and in writing.
- Holder communicates and interacts in the other national language and is capable of international communication and interaction in at least one other foreign language in their own field.

Source: Government Decree (120/2017) on the framework for qualifications and other learning modules.

General and professional competences

The objective of the Bachelor of Police Services degree is to develop capabilities which the students will need in the society of the future. The general capabilities for the working life create the basis for the student’s ability to function and collaborate at work and to develop the student’s specialist skills. The general capabilities for working life constitute learning skills, ethical competences, work community competences, innovation competences and international competences.

In policing, professional specialist competences comprise special vocational skills in policing, acquired during the program. The professional competences in policing constitute public order and security competences, crime prevention and investigation competences, competences to develop safety and security in society and those supporting policing.
General competences

Learning skills
Student
- can assess and develop their competences and learning styles;
- can obtain, process and assess knowledge critically; and
- is able to assume responsibility for the team’s learning and for disseminating the knowledge acquired.

Ethical competences
Student
- is able to assume responsibility for their actions and their consequences;
- can operate in accordance with the principles of professional ethics;
- can take into consideration a range of operators in their work;
- can apply the principles of equality between men and women;
- can apply the principles of sustainable development; and
- is able to have an impact on society using their competences, building on ethical values.

Work community competences
Student
- can work as a member of a work community and promote wellbeing at work;
- can communicate and interact in professional settings;
- can make use of information and communication technology in their own field;
- is able to forge personal contacts with working life and operate in professional networks;
- can make decisions in unforeseen situations; and
- can manage others and work independently in performing specialist functions.

Innovation competences
Student
- is able to resolve problems creatively and develop working methods;
- can work in projects;
- can implement research and development projects, applying existing knowledge and methods; and
- can seek customer-focused, sustainable and cost-effective solutions.

International competences
Student
- demonstrates language skills required for performing and developing their functions;
- is able to participate in multicultural collaboration; and
- can take into consideration the impact and opportunities of the increasingly international field.

Professional competences

Public order and security
Student
- Knows how to apply the core knowledge, skills and values related to public order and security and justify their actions
- Knows how to apply operating procedures and methods in a range of public order and security situations and assess their effectiveness
- can make use of analytical data in the planning and targeting of public order and security operations;
- can apply the procedures and working methods of preventive action; and
- Knows how to lead patrol operations and manage the initial measures in operative situations

Crime prevention and investigation competences

Student
- can apply the core knowledge, skills and values related to crime prevention and investigation and justify their actions;
- Knows how to apply operating procedures and methods in a range of crime prevention and investigation situations and assess their effectiveness
- Knows how to apply analytical data in the planning, targeting and implementation of investigations
- Knows how to explain the key functions related to the leading of investigations and the role of the pre-trial investigation conducted with the prosecutor as part of the criminal procedure.

Competences to develop safety and security in society

Student
- Knows how to apply the key legislation regulating policing with fairness in a range of decision-making situations and justify their actions
- Knows how to plan, implement, assess and develop policing in a range of operating environments, making use of research data related to their field
- is able to work in collaboration with a range of authorities and stakeholders; and
- Knows how to analyze and reflect on their actions and the impact of their attitudes on professional dialog

Competences supporting policing

Student
- Knows how to correctly and safely use the methods, tools and equipment required in day-to-day policing
- can use spoken and written language to communicate with audiences within and outside policing;
- Knows how to use Swedish and at least one foreign language to meet interactive and communication needs
- Knows how to plan and implement a personal fitness program to maintain their level of physical fitness required at work
### Police University College

**Bachelor of Police Services**

Academic Years 2018–2020

<table>
<thead>
<tr>
<th>Professional and general competences realized in the courses</th>
<th>Scope, credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Orientation studies</td>
<td>3</td>
</tr>
<tr>
<td>Police communications</td>
<td>3 x x x x x x</td>
</tr>
<tr>
<td>Swedish language and communications</td>
<td>3 x x x x x x</td>
</tr>
<tr>
<td>Finnish language and communications</td>
<td>3 x x x x x x</td>
</tr>
<tr>
<td>English language and communications</td>
<td>3 x x x x x x</td>
</tr>
<tr>
<td>Physical education and capabilities</td>
<td>3 x x x x x x</td>
</tr>
<tr>
<td>Police, individual and society</td>
<td>4 x x x x x x</td>
</tr>
<tr>
<td>Driving technique and tactics</td>
<td>3 x x x x x x</td>
</tr>
<tr>
<td>Police use of force and tactics</td>
<td>8 x x x x x x</td>
</tr>
<tr>
<td>Basics of public order and security operations</td>
<td>3 x x x x x x</td>
</tr>
<tr>
<td>Traffic safety</td>
<td>7 x x x x x x</td>
</tr>
<tr>
<td>Field operations and command</td>
<td>14 x x x x x x</td>
</tr>
<tr>
<td>Basics of crime prevention</td>
<td>3 x x x x x x</td>
</tr>
<tr>
<td>Pre-trial investigation</td>
<td>15 x x x x x x</td>
</tr>
<tr>
<td>Legal grounds of policing</td>
<td>12 x x x x x x</td>
</tr>
<tr>
<td>Police license monitoring</td>
<td>3 x x x x x x</td>
</tr>
<tr>
<td>Planning of police operations and basics of leadership</td>
<td>6 x x x x x x</td>
</tr>
<tr>
<td>Research, development and innovation</td>
<td>7 x x x x x x</td>
</tr>
<tr>
<td>Training period facilitating professional competences</td>
<td>55 x x x x x x</td>
</tr>
<tr>
<td>Thesis</td>
<td>15 x* x* x x x</td>
</tr>
</tbody>
</table>

Figure: Competence matrix of the Bachelor of Police Services degree

* Depending on the chosen theme, the thesis demonstrates either public order and security or crime prevention and investigation competences.

### Pedagogic policies behind the curriculum

The Police University College curricula emphasize a student-oriented approach as well as learning and competence-based thinking. Factors that guide teaching and study include the goal-oriented development of competence, strengthening the aspects of learning and building modules that reflect day-to-day professional work.

The goal of the pedagogic policies of the Police University College is to ensure a common view of education and learning, the high quality of education activities, and well-being in the work community. The pedagogic policies are supported by education planning, curriculum work, and pedagogic management.
Curriculum and the implementation of teaching

The curriculum provides an overall description of the degree and the required studies. The curriculum is approved by the Board of the Police University College.

The Police University College’s curricula are competency-based. Competency-based curricula determine the learning outcomes for the degree and for the courses included in the degree, in other words, what the student should know, understand and be able to do as a result of the learning process. Evaluation is focused on learning results and based on learning outcomes. The principles of evaluation are described in the Police University College degree regulation.

The contents and implementation of the courses are described in more detail in an implementation plan which can be accessed on the institution’s intranet. The implementation of a course is planned by the responsible teacher of the course in question, together with other course teachers.

Urkund plagiarism detection software is used to analyze written assignments and the thesis.

The general rule is that teaching is organized in accordance with the valid curriculum (Section 7 of the Police University College’s degree regulation, dated December 14, 2016).
Structure of the curriculum

The Bachelor of Police Services studies are divided into study modules:

- Competences supporting policing (26 credits)
- Public order and security competences (24 credits)
- Crime prevention and investigation competences (18 credits)
- Competences to develop safety and security in society (32 credits)

The study modules are made up of two or more compulsory courses that are completed during successive academic years. Core studies make up 19 credits and professional studies 81 credits of the courses. The training period accounts for 55 credits and the thesis for 15 credits of the studies. In addition, students must include in their degree at least 10 credits of elective studies.

Figure. Study modules and courses in the Bachelor of Police Services studies

Core studies (19 credits)
Core studies provide the student with a broad and general picture of the position and role of the internal security authorities in society, working life and international settings. The student will acquire understanding of communications and the general theoretical basis of the internal security sector, and obtain the language skills required at work. Core studies are largely completed during the first academic year.

Courses involving core studies:
- Orientation studies
- Police communications
- Swedish language and communications
- English language and communications
- Physical education and capabilities
- Police, individual and society
**Professional studies** (81 credits)
Professional studies provide the student with the vocational core competences required in policing. The student will acquire understanding of the key areas of security problems and applications, and of their theoretical basis. After graduation, the student will be able to work independently in specialist internal security positions and contribute to the development of their work community. Professional studies begin during the first academic year and continue until the end of the studies.

Courses involving professional studies:
- Basics of public order and security operations
- Field operations and command
- Police use of force and tactics
- Traffic safety
- Driving technique and tactics
- Basics of crime prevention
- Pre-trial investigation
- Legal grounds of policing
- Police license monitoring
- Planning of police operations and basics of leadership
- Research, development and innovation

**During the training period** (55 credits), the student learns, under supervision, about the key practical functions of policing, especially those related to the professional studies, and about the application of knowledge and skills in working life. The trainees apply their skills and knowledge to a range of areas in policing. The training period begins at the end of the second academic year and continues during the third year.

**The thesis** (15 credits) is intended to develop and demonstrate the student’s ability to apply their knowledge and skills to practical specialist activities related to their professional studies. The student will also be required to complete a written maturity test in their field of thesis research, which demonstrates knowledge of the field and language skills in Finnish or Swedish. The thesis is largely written during the third academic year.

**Elective studies** (10 credits) provide the student with an opportunity to deepen and broaden his or her skills. Elective university-level courses can also be taken outside the Police University College, and in agreed development and other projects implemented by the Police University College. Elective studies are mainly taken during the third academic year.

**Curriculum and implementation plan information for courses and their parts**
Extensive courses can consist of several parts for which there are dedicated curricula and implementation plans, i.e., more detailed information on the parts in question.

The curriculum information for a course and its parts describes the following:

- Course scope
- Course level
- General course description
- Learning outcomes
- Subject matter and/or parts of the course
- Course requirements and assessment
- Grading scale
Prerequisite courses

The implementation plan describes the following:

- Group size
- Start year of studies
- Course contents
- Implementation
- Workload of the student
- Set books and supplementary literature
- Assessment criteria
- Credit transfer
- Information on the teacher

If presence is required in a course, this is stated in the course requirements. Attendance of lectures is not required. However, students must be present at the first contact teaching session, since the learning outcomes, contents, schedule, assessment, workload, and other practicalities related to the course are discussed there. Attendance is often also mandatory at exercises, seminars and classes related to exercises.

Attendance is required during the three-week period of contact teaching organized in between training periods. Students are assigned to lessons during this period.

The curriculum also defines the courses or their parts that students must pass before being able to enroll in specific courses, as well as the courses or their parts that students must pass before the training period.

Elective studies

The Bachelor of Police Services degree must include at least 10 credits of elective studies.

The student can select elective courses from the range of elective courses on offer at the Police University College, which varies from one academic year to the next. Elective studies can be applied for four times per academic year, at the beginning of each period. Some courses are online courses that can be applied for on an ongoing basis. Some courses are intended for students of a certain year, or students may be required to pass other courses before applying (cf. the section “Prerequisite courses” of the curriculum).

Information on elective courses is provided on the intranet, and the curricula and implementation plans can be accessed in Wilma. Courses not included in the curriculum may also become available during the academic year.

Elective studies can include work in specifically agreed upon development initiatives and projects run by the Police University College, as well as international weeks or recruitment events. The student can also include elective higher education studies completed elsewhere in the degree. The studies must support the development of the student’s professional skills and expertise.

Higher education studies completed elsewhere that count toward the degree can also be included in elective studies. Such studies do not correspond to the degree courses in terms of their content, but they must be university-level studies that meet the requirements of the degree and support the development of a police officer’s professional competence. The
student must justify in the application how such studies support his or her professional development as a police officer.
STUDY MODULES AND COURSES
COMPETENCES SUPPORTING POLICING

After completing this study module, the student will be able to correctly use the methods, tools and equipment of day-to-day policing, demonstrate good Finnish language skills in written and spoken communications with audiences both within and outside policing, and use Swedish language and at least one foreign language in interactive and communication settings. Additionally, the student can plan and implement a personal fitness program to maintain their level of physical fitness required at work.

Competences supporting policing (26 credits) consists of the following courses:
- Orientation studies (3 credits)
- Police communications (3 credits)
- Swedish language and communications (3 credits)
- English language and communications (3 credits)
- Physical education and capabilities (3 credits)
- Driving technique and tactics (3 credits)
- Police use of force and tactics (8 credits)
Orientation studies

**Study module that the course is part of**
Competences supporting policing

**Course level**
Core studies

**Compulsion**
Compulsory

**Scope**
3 credits

**Description**
During the course, the student gains an understanding of the Bachelor of Police Services degree and sufficient readiness to study at the Police University College.

**Learning outcomes**
After completing this course, the student will be able to
- to plan, assess, develop and monitor their own studies in line with the degree requirements and
- to use the available resources and services to support their studies in an effective manner while observing instructions and orders.

**Subject matter**
- Studying at the Police University College
- Learning environment
- Bachelor of Police Services degree

**Required work**
Learning assignments
Presence during contact teaching required

**Grading scale**
The course will be graded on a scale of pass/fail

**Prerequisite courses**
No prerequisite courses
Police communications

Study module the course is part of
Competences supporting policing

Course level
Core studies

Compulsion
Compulsory

Scope
3 credits

Description
The course provides the student with an understanding of written and spoken communications in policing. Specifically, the student will practice the writing of police documents required during pre-trial investigation. Additionally, the student will complete a project in a field of policing and learn how to disseminate their specialist skills.

Learning outcomes
After completing this course, the student will be able to
- demonstrate good verbal and written communication skills in Finnish in a range of communication and interactive settings at work;
- develop their communications and Finnish language skills as part of their professional competences; and
- use writing as a tool for investigative thinking and for planning and documenting their actions.

Subject matters and parts
The course has three parts:
1. Dialogue skills and dissemination of my expertise in policing (1 credit)
2. Writing and dialogue during pre-trial investigation 1 (1.5 credits)
3. Writing and dialogue during pre-trial investigation 2 (0.5 credits)

Required work
Exams, written and oral learning assignments
Self-assessment and peer assessment

Grading scale
The course will be graded on a scale of 0 to 5

Prerequisite courses
No prerequisite courses
Course part 1. Dialogue skills and dissemination of my expertise in policing

Study module the course is part of
Competences supporting policing

Course
Police communications

Course level
Core studies

Compulsion
Compulsory

Scope
1 credit

Description
This part of the course provides the student with an understanding of written and spoken communications in policing. The student will complete a project in a field of policing and learn how to disseminate their specialist skills.

Learning outcomes
After completing this part of the course, the student will be able to
  – demonstrate good verbal and written communication skills in Finnish in a range of communication and interactive settings at work;
  – use writing as a tool for planning and documenting their actions;

Subject matter
  – Dialogue skills and dissemination of my expertise in policing

Required work
Written and oral learning assignments, self-assessment and peer assessment

Grading scale
This part of the course will be graded on a scale of 0 to 5

Prerequisite courses
No prerequisite courses
Course part 2. Writing and dialogue during pre-trial investigation 1

Study module the course is part of
Competences supporting policing

Course
Police communications

Course level
Core studies

Compulsion
Compulsory

Scope
1.5 credits

Description
During this part of the course, the student will acquire capabilities for writing police documents required during pre-trial investigation and interaction during the pre-trial investigation.

Learning outcomes
After completing this part of the course, the student will be able to
− write a clear and illustrative account based on an interview according to the "cornerstone model";
− use writing as a tool for investigative thinking;
− write investigative documents in cooperation with another person; and
− present criminal cases orally as part of a team and making use of appropriate illustrative methods.

Subject matter
− Writing and dialogue during pre-trial investigation

Required work
Written and oral learning assignments
Self-assessment and peer assessment

Grading scale
This part of the course will be graded on a scale of 0 to 5

Prerequisite courses
Dialogue skills and dissemination of my expertise in policing (1 credit)
Course part 3. Writing and dialogue during pre-trial investigation 2

Study module the course is part of
Competences supporting policing

Course
Police communications

Course level
Core studies

Compulsion
Compulsory

Scope
0.5 credits

Description
During this part of the course, the student will practice questioning independently, draw up a partial or complete examination record and receive feedback on their texts.

Learning outcomes
After completing this part of the course, the student will be able to
  – write appropriate and polished examination records according to the "cornerstone model".

Subject matter
  – Writing and dialogue during pre-trial investigation

Required work
Writing an examination record during questioning.
Police social media online course

Grading scale
This part of the course will be graded on a scale of 0 to 5

Prerequisite courses
Writing and dialogue during pre-trial investigation 1 (1.5 credits)
Swedish language and communications

Study module that the course is part of
Competences supporting policing

Course level
Core studies

Compulsion
Compulsory

Scope
3 credits

Description
During the course, the students will obtain knowledge and skills to ensure that their customers' language rights are secured, and attain competences which police officers require in international settings. The students will also achieve the level of proficiency in Swedish laid down in the Act on the Language Skills of Public Servants, which applicants to the positions requiring a university-level degree in bilingual regions are required to demonstrate and which they must have in order to practice and develop in their profession.

Learning outcomes
After completing this course, the student will be able to

- use Swedish at a level required of public servants;
- use spoken and written language to communicate in situations related to their professional field; and
- develop their skills in Swedish as part of professional competences.

Subject matters and parts
The course has two parts:
1. Swedish language and communications, verbal (1.5 credits)
2. Swedish language and communications, written (1.5 credits)

Required work
Oral and written exam
Presence during contact teaching required

Grading scale
Spoken language skills: satisfactory (1-3) or good (4-5)
Written language skills: satisfactory (1-3) or good (4-5)


Prerequisite courses
Initial level test
A preparatory course in Swedish (compulsory for the students who do not pass the initial level test)
Course part 1. Swedish language and communications, spoken

Study module that the course is part of
Competences supporting policing

Course
Swedish language and communications

Course level
Core studies

Compulsion
Compulsory

Scope
1.5 credits

Description
During this part of the course, the students will obtain knowledge and skills to ensure that their customers’ language rights are secured, and attain competences which police officers require in international settings. The students will also achieve the level of proficiency in Swedish laid down in the Act on the Language Skills of Public Servants, which applicants to the positions requiring a university-level degree in bilingual regions are required to demonstrate and which they must have in order to practice and develop in their profession.

Learning outcomes
After completing this part of the course, the student will be able to
− use Swedish at a level required of public servants;
− use spoken language to communicate in situations related to their professional field; and
− develop their skills in Swedish as part of professional competences.

Subject matter
− Spoken Swedish skills

Required work
Oral group exam
Presence during contact teaching required

Grading scale
Spoken language skills: satisfactory (1-3) or good (4-5)


Prerequisite courses
Initial level test
A preparatory course in Swedish (compulsory for the students who do not pass the initial level test)
Course part 2. Swedish language and communications, written

Study module that the course is part of
Competences supporting policing

Course
Swedish language and communications

Course level
Core studies

Compulsion
Compulsory

Scope
1.5 credits

Description
During this part of the course, the students will obtain knowledge and skills to ensure that their customers’ language rights are secured, and attain competences which police officers require in international settings. The students will also achieve the level of proficiency in Swedish laid down in the Act on the Language Skills of Public Servants, which applicants to the positions requiring a university-level degree in bilingual regions are required to demonstrate and which they must have in order to practice and develop in their profession.

Learning outcomes
After completing this part of the course, the student will be able to
- to use the second national language (Swedish/Finnish) at a level required of public servants;
- use written communication in situations related to their professional field; and
- to develop their skills in the second national language as part of their professional competences.

Subject matter
- Written Swedish skills

Required work
Written examination
Presence during contact teaching required

Grading scale
Written language skills: satisfactory (1-3) or good (4-5)


Prerequisite courses
Initial level test
A preparatory course in Swedish (compulsory for the students who do not pass the initial level test)
English language and communications

Study module the course is part of
Competences supporting policing

Course level
Core studies

Compulsion
Compulsory

Scope
3 credits

Description
During the course, the student learns the police officer’s professional vocabulary in order to be able to communicate and interact in English in professional settings. The students will achieve a level of written and spoken English necessary for practicing their profession and developing professionally.

Learning outcomes
After completing this course, the student will be able to
- use English at the level expected from polytechnic graduates;
- use spoken and written language to communicate in situations related to their professional field; and
- to develop their skills in English as part of their professional competences.

Subject matter
- Spoken skills
- Written skills

Required work
Oral and written examination
Presence during contact teaching required

Grading scale
The course will be graded on a scale of 0 to 5.

The assessment is based on the descriptions of language proficiency in the Common European Framework of Reference for Languages and the national proficiency descriptions for polytechnics determined on the basis of the Framework. Proficiency level B2.

Prerequisite courses
Initial level test
A preparatory course in English (compulsory for the students who do not pass the initial level test)
Physical education and capabilities

**Study module the course is part of**
Competences supporting policing

**Course level**
Core studies

**Compulsion**
Compulsory

**Scope**
3 credits

**Description**
During the course, the student learns about a range of endurance and strength training methods and writes a personal training program.

**Learning outcomes**
After completing this course, the student will be able to
- plan and execute a personal fitness program, which supports the requirements policing sets out for health and physical fitness; and
- assess and develop their mental and physical ability to work.

**Subject matters and parts**
The course has three parts:
1. Physical education and capabilities 1 (1.5 credits)
2. Physical education and capabilities 2 (1 credit)
3. Physical education and capabilities 3 (0.5 credits)

**Required work**
Tests, self-assessment, writing a personal training program

**Grading scale**
The course will be graded on a scale of 0 to 5

**Prerequisite courses**
No prerequisite courses
Course part 1. Physical education and capabilities 1

Study module the course is part of
Competences supporting policing

Course
Physical education and capabilities

Course level
Core studies

Compulsion
Compulsory

Scope
1.5 credits

Description
During this part of the course, the student learns about a range of endurance and strength training methods.

Learning outcomes
After completing this part of the course, the student will be able to
  – evaluate their own mental and physical ability to work and adopt various models for its improvement.

Subject matter
  – Physical education and capabilities

Required work
Tests, self-assessment

Grading scale
This part of the course will be graded on a scale of pass/fail

Prerequisite courses
No prerequisite courses
Course part 2. Physical education and capabilities 2

Study module the course is part of
Competences supporting policing

Course
Physical education and capabilities

Course level
Core studies

Compulsion
Compulsory

Scope
1 credit

Description
During the course, the student learns about a range of endurance and/or strength training methods and writes a personal training program.

Learning outcomes
After completing this part of the course, the student will be able to
  − plan and execute a personal fitness program, which supports the requirements policing sets out for health and physical fitness; and
  − assess and develop their mental and physical ability to work.

Subject matter
  − Physical education and capabilities

Required work
Self-assessment, writing a personal training program, physical tests

Grading scale
This part of the course will be graded on a scale of 0 to 5

Prerequisite courses
Physical education and capabilities 1
Course part 3. Physical education and capabilities 3

Study module the course is part of
Competences supporting policing

Course
Physical education and capabilities

Course level
Core studies

Compulsion
Compulsory

Scope
0.5 credits

Description
During this part of the course, the student learns about a range of testing methods for endurance and strength training and writes a personal training program.

Learning outcomes
After completing this part of the course, the student will be able to
- plan and execute a personal fitness program, which supports the requirements policing sets out for health and physical fitness and be familiar with various testing models for measuring physical fitness; and
- assess and develop their mental and physical ability to work.

Subject matter
- Physical education and capabilities

Required work
Tests, self-assessment, writing a personal training program

Grading scale
This part of the course will be graded on a scale of 0 to 5

Prerequisite courses
Physical education and capabilities 1 and Physical education and capabilities 2
Driving technique and tactics

Study module that the course is part of
Competences supporting policing

Course level
Professional studies

Compulsion
Compulsory

Scope
3 credits

Description
The course provides the student with the basic ability to drive a police vehicle and inspect the roadworthiness of vehicles

Learning outcomes
After completing this course, the student will be able to
  – handle and drive a police vehicle safely in a range of driving situations; and
  – inspect the roadworthiness of vehicles.

Subject matters and parts
The course has two parts:
1. Police vehicle as a tool and vehicle mechanics (1 op)
2. Driving skills (2 credits)

Required work
Online exams, driving tests, passing the group assignment
Presence during the part “Driving skills” required
The student must pass the course before the training period

Grading scale
The course will be graded on a scale of 0 to 5

Prerequisite courses
No prerequisite courses
Course part 1. Police vehicle as a tool and vehicle mechanics

Study module that the course is part of
Competences supporting policing

Course
Driving technique and tactics

Course level
Professional studies

Compulsion
Compulsory

Scope
1 credit

Description
This part of the course provides the student with the basic ability to use a police vehicle and its equipment and inspect the roadworthiness of vehicles.

Learning outcomes
After completing this part of the course, the student will be able to
- use the police vehicle's control devices and perform daily maintenance, and be familiar with the police vehicle's equipment;
- inspect the roadworthiness of vehicles.

Subject matter
- Police vehicle as a tool and vehicle mechanics

Required work
Online exam, group assignments
The student must pass this part of the course before the training period

Grading scale
This part of the course will be graded on a scale of 0 to 5

Prerequisite courses
No prerequisite courses
Course part 2. Driving skills

Study module that the course is part of
Competences supporting policing

Course
Driving technique and tactics

Course level
Professional studies

Compulsion
Compulsory

Scope
2 credits

Description
This part of the course provides the student with the basic ability to drive a police vehicle and inspect the roadworthiness of vehicles.

Learning outcomes
After completing this part of the course, the student will be able to
- handle and drive a police vehicle safely in a range of driving situations.

Subject matter
- Handling and driving a police vehicle in various environments

Required work
Online exams, driving tests
Attendance is mandatory.
The student must pass this part of the course before the training period

Grading scale
This part of the course as a whole will be graded on a scale of 0 to 5.
The exams will be graded on a scale of pass/fail, the urban driving test on a scale of pass/fail and the handling test on a scale of 0 to 5.

Prerequisite courses
No prerequisite courses
Police use of force and tactics

Study module that the course is part of
Competences supporting policing

Course level
Professional studies

Compulsion
Compulsory

Scope
8 credits

Description
During the course, the student acquires the skills to safely handle and use physical force and is trained in the use of non-lethal equipment for the use of force. The student gains an understanding of personal stress mechanisms, and they learn to apply police tactics in situations requiring use of force. Additionally, the student learns about occupational safety and the use of passive and other protective equipment.

Learning outcomes
After completing this course, the student will be able to
- use physical force and use of force equipment appropriately and safely according to the circumstances, environment and target;
- justify their own actions;
- apply police tactics and procedures in a use of force environment while taking occupational safety into account; and
- assess and develop their personal use of force skills.

Subject matters and parts
The course has four parts:
1. Use of force 1 (2 credits)
2. Use of force 2 (2.5 credits)
3. Use of force 3 (1.5 credits)
4. Use of force 4 (2 credits)

Required work
User training, demonstrations
Presence during contact teaching required
The student must pass the course before the training period

Grading scale
The course will be graded on a scale of pass/fail

Prerequisite courses
No prerequisite courses
Course part 1. Use of force 1

Study module that the course is part of
Competences supporting policing

Course
Police use of force and tactics

Course level
Professional studies

Compulsion
Compulsory

Scope
2 credits

Description
During this part of the course, the students will be familiarized with the basics of the physical control and management of individuals and the use of handcuffs, OC spray and the expandable baton. At the beginning of use of force studies, the student will be introduced to the structure and contents of training in the use of force, the competence requirements related to the training and demonstrating the required competences.

Learning outcomes
After completing this part of the course, the student will be able to
− use the taught techniques for the use of physical force for independent and safe practice and evaluate the student’s own capabilities and areas in need of development; and
− practice the use of handcuffs, OC spray and the expandable baton independently.

Subject matter
− Use of physical force
− Non-lethal equipment for the use of force

Required work
Partial demonstration of the use of physical force
Presence during contact teaching required
The student must pass this part of the course before the training period

Grading scale
This part of the course will be graded on a scale of pass/fail

Prerequisite courses
No prerequisite courses
Course part 2. Use of force 2

Study module that the course is part of
Competences supporting policing

Course
Police use of force and tactics

Course level
Professional studies

Compulsion
Compulsory

Scope
2.5 credits

Description
During this part of the course, the student will continue training in the techniques of physical force use and the use of non-lethal equipment. The student will also learn to apply the acquired competence in a variety of environments and situations and acquire capabilities for giving first aid to persons exposed to OC spray. The student will acquire the capabilities for the safe use of the service weapon and the development of good marksmanship skills. The student will also study police tactics for the use of force, use of the electroshock weapon and the significance of the right attitudes to police occupational safety.

This part of the course will also discuss the rights and duties of employees under the Occupational Safety and Health Act, introduce the student to the passive protective equipment in general use by the police and provide training in the appropriate use of such equipment. This part of the course will also familiarize the student with personal stress mechanisms and the basics of their management.

Learning outcomes
After completing this part of the course, the student will
- be able to use the techniques for the use of physical force and define the limitations, risks and potential consequences related to each technique;
- be able to use the non-lethal equipment available to the police and define the limitations, risks and potential consequences of the use of such equipment;
- be aware of the first aid techniques applied to persons who have been exposed to OC spray;
- be able to handle the service weapon safely and practice their marksmanship skills independently;
- understand the importance of careful and appropriate actions in situations requiring the use of force as part of police tactics, taking considerations of occupational safety into account.

Subject matter
- Use of physical force
- Non-lethal equipment for the use of force
- Service weapon
- Tactics

Required work
Service weapon handling demonstration
Presence during contact teaching required
The student must pass this part of the course before the training period

**Grading scale**
This part of the course will be graded on a scale of pass/fail

**Prerequisite courses**
The student has begun the Use of force 1 part of the course
Course part 3. Use of force 3

Study module that the course is part of
Competences supporting policing

Course
Police use of force and tactics

Course level
Professional studies

Compulsion
Compulsory

Scope
1.5 credits

Description
This part of the course will teach the student to monitor personal stress mechanisms and be familiar with the basics of their management. The student will continue developing their skills in the techniques for the use of physical force, safe weapon handling and good marksmanship skills, along with practicing decision-making in situations involving the use of extreme force. The student will also be familiarized with the forcible stopping of vehicles and practice the use of the tire deflation device.

Learning outcomes
After completing this part of the course, the student will be able to

− be able to use the techniques for the use physical force and define the limitations, risks and potential consequences related to each technique;
− be able to handle the service weapon safely and independently, possess satisfactory marksmanship skills and be able to define the limitations, risks and potential consequences of the use of firearms; and
− be able to take the safety of bystanders into account when stopping vehicles forcibly and use the tire deflation device safely.

Subject matter
− Use of physical force
− Service weapon
− Tactics

Required work
Service weapon handling demonstration
Presence during contact teaching required
The student must pass the course before the training period

Grading scale
This part of the course will be graded on a scale of pass/fail

Prerequisite courses
Use of force 2 part of the course
Course part 4. Use of force 4

Study module that the course is part of
Competences supporting policing

Course
Police use of force and tactics

Course level
Professional studies

Compulsion
Compulsory

Scope
2 credits

Description
During this part of the course, the student will be familiarized with the emergency plan model and practice the implementation of an emergency plan in various environments. The student will continue practicing the use of physical force and use of force equipment. During this part of the course, the student will provide demonstrations of their competence in the use of force.

Learning outcomes
After completing this part of the course, the student will
- be aware of the duties of police officers in extreme situations posing a danger to the health and safety of others, be familiar with the emergency plan model and be able to act independently in such situations;
- understand the difficulties and risks related to the implementation of an emergency plan in comparison to normal police duties;
- be familiar with forced entry equipment and its use;
- be familiar with crowd management as part of basic police work;
- be able to handle the service weapon safely and possess good marksmanship skills;
- be able to use physical force and use of force equipment appropriately and safely according to the circumstances, environment and target;
- be able to justify their own actions; and
- be able to assess and develop their personal use of force skills.

Subject matter
- Use of physical force
- Non-lethal equipment for the use of force
- Service weapon
- Tactics

Required work
Demonstration of the use of physical force
Expandable baton user training
OC spray user training
Electroshock user training
Service weapon handling demonstration
Presence during contact teaching required
All required work must be completed and passed before practical training
**Grading scale**
This part of the course will be graded on a scale of pass/fail

**Prerequisite courses**
Use of force 3 part of the course
PUBLIC ORDER AND SECURITY COMPETENCES

Having completed this study module, the student will have learned advanced cognitive and practical skills and will be able to independently perform in specialist roles in the field of public order and security.

After completing this study module, the student will be able to
- apply the core knowledge, skills and values related to public order, security and traffic functions and justify their actions;
- apply operating procedures and methods in a range of public order and security situations and assess their effectiveness;
- make use of analytical data in the planning and targeting of public order and security operations;
- apply the procedures and working methods of preventive action; and
- lead patrol operations and manage the initial measures in a demanding operative situation.

The Public Order and Security Competences study module (24 credits) consists of the following courses:
- Basics of public order and security (3 credits)
- Traffic safety (7 credits)
- Field operations and command (14 credits)
Basics of public order and security operations

Study module that the course is part of
Public order and security competences

Course level
Professional studies

Compulsion
Compulsory

Scope
3 credits

Description
During the course, the student learns about the concepts of public order and security, and policing in this field. In addition, they study the objectives and methods of the police’s preventive action. The student also learns about the Finnish government authorities’ telecommunications network (Virve), including the basic use of the Virve radio network.

Learning outcomes
After completing this course, the student will be able to
− define the key concepts of public order and security and the police’s methods of control in maintaining public order and security;
− explain the role of the police’s preventive action and the strategy or community policing;
− describe the working methods applied in a range of public order and security functions;
− apply the rules and guidance regulating the use of the government authorities’ telecommunication network (Virve); and
− use the police’s Virve radio network during public order and security assignments and situations involving several authorities.

Subject matter
− Basics of public order
− Basics of security operations
− Police’s preventive action

Required work
Examinations, demonstration of competence
Presence during exercises required
The student must pass the course before the training period

Grading scale
The course will be graded on a scale of 0 to 5

Prerequisite courses
No prerequisite courses
Traffic safety

Study module that the course is part of
Public order and security competences

Course level
Professional studies

Compulsion
Compulsory

Scope
7 credits

Description
During the course, the student learns about the factors influencing traffic safety, operators in traffic safety and police functions in improving traffic safety. In addition, the student learns about the regulations governing the authority of the police in traffic control, traffic regulations and the sanctions against the violation of traffic regulations. The student gains an understanding of the tools and actions available to the police in traffic control and the investigation of traffic offenses.

Learning outcomes
After completing this course, the student will be able to
− explain the key factors influencing traffic safety;
− identify traffic analysis tools and methods and know what kind of information is available for the planning and targeting of traffic control;
− apply the key traffic legislation in policing;
− follow instructions in traffic control and in the investigation of traffic offenses; and
− understand the traffic information systems and follow instructions in using them.

Subject matters and parts
The course has three parts:
1. Traffic regulations and the right to drive (2 credits)
2. Investigation of traffic offenses and traffic control (3 credits)
3. Traffic offense legislation (2 credits)

Required work
Exams, group examination
Presence during exercises and seminars required
The student must pass the course before the training period

Grading scale
The course will be graded on a scale of 0 to 5

Prerequisite courses
Basics of public order and security course.
Course part 1. Traffic regulations and the right to drive

Study module that the course is part of
Public order and security competences

Course
Traffic safety

Course level
Professional studies

Compulsion
Compulsory

Scope
2 credits

Description
During this part of the course, the student learns about the factors influencing traffic safety, operators in traffic safety and police functions in improving traffic safety. In addition, the student learns about the regulations governing the authority of the police in traffic control and traffic regulations.

Learning outcomes
After completing this part of the course, the student will
– be able to explain the significance of human resources behind traffic observations and behavior;
– be able to explain the key factors influencing traffic safety;
– understand traffic safety work as part of preventive work;
– know the driving license categories;
– identify traffic analysis tools and methods; and
– be able to apply key traffic legislation.

Subject matter
– Data-driven and preventive traffic safety work
– Objectives of traffic safety work
– Traffic psychology
– Driving licenses and the right to drive
– Traffic regulations and control devices

Required work
Group exam, learning assignments and seminar
Presence during exercises and seminars required
The student must complete this part of the course before the training period

Grading scale
This part of the course will be graded on a scale of 0 to 5

Prerequisite courses
Basics of public order and security course.
Course part 2. Investigation of traffic offenses and traffic control

Study module that the course is part of
Public order and security competences

Course
Traffic safety

Course level
Professional studies

Compulsion
Compulsory

Scope
3 credits

Description
During this part of the course, the student learns about the factors influencing traffic safety and police functions in improving traffic safety. In addition, the student learns about the regulations governing the authority of the police in traffic control, vehicle legislation and the sanctions against the violation of these. The student gains an understanding of the tools and actions available to the police in traffic control and the investigation of traffic offenses.

Learning outcomes
After completing this part of the course, the student will
- be able to carry out technical and tactical investigation measures related to accident scenes and driving while intoxicated and be familiar with the regulations and measures related to these issues;
- be able to apply the key regulations related to vehicle use; and
- know the essential elements of traffic offenses.

Subject matter
- Traffic offense investigation in accident situations
- Traffic offense scene documentation
- Control and investigation of driving while intoxicated
- Key aspects of vehicle law
- Vehicle use on public roads
- Professional traffic
- Forms of monitoring and Road Policing
- Driving license and vehicle registers

Required work
Exam and learning assignments
Presence during exercises required
The student must pass this part of the course before the training period

Grading scale
This part of the course will be graded on a scale of 0 to 5

Prerequisite courses
Traffic regulations and the right to drive part of the course
Course part 3. Traffic offense legislation

**Study module that the course is part of**
Public order and security competences

**Course**
Traffic safety

**Course level**
Professional studies

**Compulsion**
Compulsory

**Scope**
2 credits

**Description**
During this part of the course, the student learns about the factors influencing traffic safety and police functions in improving traffic safety. In addition, the student learns about the regulations governing the authority of the police in traffic control and the sanctions against the violation of the regulations. The student gains an understanding of the tools and actions available to the police in traffic control and the investigation of traffic offenses.

**Learning outcomes**
After completing this part of the course, the student will be able to
- interpret and apply the key road traffic regulations;
- apply the key rules and principles that grant and limit jurisdiction in road traffic;
- apply road traffic legislation in accident and control situations and use the traffic sanctions system; and
- interpret the provisions of the general part of the Criminal Code and apply them to practice in road traffic cases.

**Subject matter**
- Traffic offense system
- Scope of traffic offenses
- Predictability and trust in the investigation of traffic offenses
- Traffic offenses: intent, negligence
- Special traffic groups in traffic offense investigations
- Traffic control jurisdictions
- Serious negligence
- The driving license register
- Summary exercises

**Required work**
Exam, learning assignments and exercises
Presence during exercises required
The student must pass this part of the course before the training period

**Grading scale**
This part of the course will be graded on a scale of 0 to 5
Prerequisite courses
Traffic regulations and the right to drive and Traffic offenses and traffic control parts of the course
Field operations and command

Study module that the course is part of
Public order and security competences

Course level
Professional studies

Compulsion
Compulsory

Scope
14 credits

Description
During the course, the student acquires the skills to carry out the key public order and security functions in policing. The student learns about the basics of police tactics, both from the perspective of operative police officers and the management of a demanding operative situation. In addition, the student practices the use of police information, communications and command systems required in operations.

Learning outcomes
After completing this course, the student will be able to
− carry out the basic public order and safety functions and justify the powers related to them;
− apply operating procedures and methods in a range of public order and security situations and assess their effectiveness;
− make use of analytical data in the planning and targeting of public order and security operations;
− act as a patrol leader and lead the initial measures in a demanding operative situation; and
− use the information, communications and command systems required in public order and security operations.

Subject matters and parts
The course has five parts:
1. Police communications and command systems (1 credit)
2. First aid (1 credit)
3. Security assignments and control 1 (5 credits)
4. Security assignments and control 2 (5 credits)
5. Managing public order and security operations (2 credits)

Required work
Exam, learning assignments, demonstration test and successful completion of the exercises, indicating that the student has acquired the skills included in the areas of teaching
Presence during exercises and their preparatory classes required
The parts preceding training (parts 1–4) must be passed before the training period

Grading scale
The course will be graded on a scale of 0 to 5

Prerequisite courses
Basics of public order and security course.
Course part 1. Police communications and command systems

Study module that the course is part of
Public order and security competences

Course
Field operations and command

Course level
Professional studies

Compulsion
Compulsory

Scope
1 credit

Description
During this part of the course, the student will acquire the capability to use the information, communications and command systems required in public order and security operations.

Learning outcomes
After completing this part of the course, the student will be able to
   − use the information, communications and command systems required in public order and security operations.

Subject matter
   − Operational use of the police field system (POKE)
   − Government authorities' telecommunications network (Virve) and police field system (POKE) as leadership tools
   − The emergency process
   − Mission-oriented application of police tactics
   − Police command and control center operations
   − Emergency response center operations and information system
   − Multi-authority operations

Required work
Demonstration of competence (demonstration test)
Presence during exercises and their preparatory classes required
The student must complete this part of the course before the training period

Grading scale
This part of the course will be graded on a scale of pass/fail

Prerequisite courses
Basics of public order and security course.
Course part 2. First aid

Study module that the course is part of
Public order and security competences

Course
Field operations and command

Course level
Professional studies

Compulsion
Compulsory

Scope
1 credit

Description
Performing an initial evaluation and giving first aid, tactical combat casualty care

Learning outcomes
After completing this part of the course, the student will be able to
− deal with emergency patients and be familiar with the basics of giving first aid.

Subject matter
− Safe initial evaluation
− Examination of the patient
− Intoxicated clients
− Unconsciousness and its causes
− Basic resuscitation and the defibrillator
− Most common seizures
− Foreign object in the respiratory tract
− Action in the event of a traffic accident
− Examination and moving of patients with spinal injuries
− Circulation disorders (shock)
− Hypothermia
− Tactical combat casualty care
− Bleeding and how to stop it
− Impaling chest injuries
− Removing tactical equipment from injured officers
− Emergency transportation and evacuation techniques
− Basics of tactical combat casualty care (TCCC)
− Firearm injuries
− TEMS (Tactical Emergency Medical Service)

Required work
Presence during contact teaching required
The student must pass this part of the course before the training period

Grading scale
This part of the course will be graded on a scale of pass/fail

Prerequisite courses
Basics of public order and security course.
Course part 3. Security assignments and control 1

Study module that the course is part of
Public order and security competences

Course
Field operations and command

Course level
Professional studies

Compulsion
Compulsory

Scope
5 credits

Description
During this part of the course, the student will acquire the capabilities for performing the most common police security assignments. The student will study the basics of police tactics.

Learning outcomes
After completing this part of the course, the student will be able to
- carry out basic public order and safety functions and justify the powers related to them (e.g. residential security assignments).

Subject matter
- Handling intoxicated persons
- Disruptive behavior
- Domestic calls, domestic violence, assignments related to child protection
- Mental disorders and police operations
- Monitoring of aliens

Required work
Exam, learning assignments, demonstration
Presence during exercises and their preparatory classes required
The student must complete this part of the course before the training period

Grading scale
This part of the course will be graded on a scale of pass/fail

Prerequisite courses
Basics of public order and security course.
Course part 4. Security assignments and control 2

Study module that the course is part of
Public order and security competences

Course
Field operations and command

Course level
Professional studies

Compulsion
Compulsory

Scope
5 credits

Description
During this part of the course, the student will acquire the capabilities for taking the initial measures on multi-patrol assignments and assignments related to restaurant monitoring.

Learning outcomes
After completing this part of the course, the student will be able to
- act as a patrol leader and lead the initial measures in a demanding operative situation and perform monitoring tasks in a restaurant environment.

Subject matter and parts
- Person searches
- Discovering crimes, enforcement of the Public Order Act, enforcement of the Alcohol Act, field narcotics surveillance, organized crime
- Fine procedures
- Operative action
- Police intelligence system (POTI)

Required work
Exams, learning assignments, demonstration
Presence during exercises and their preparatory classes required
The student must pass this part of the course before the training period

Grading scale
This part of the course will be graded on a scale of 0 to 5

Prerequisite courses
Basics of public order and security course
Course part 5. Managing public order and security operations

Study module that the course is part of
Public order and security competences

Course
Field operations and command

Course level
Professional studies

Compulsion
Compulsory

Scope
2 credits

Description
During this part of the course, the student will acquire the capabilities for managing the initial measures in public order and security operations.

Learning outcomes
After completing this part of the course, the student will be able to
- apply operating procedures and methods in a range of public order and security situations and assess their effectiveness;
- make use of analytical data in the planning and targeting of public order and security operations; and
- act as a patrol leader and lead the initial measures in a demanding operative situation.

Subject matter
- Field command and the field command system
- General management of public order
- Patrol leadership
- Demanding situations (vati), special situations (erti) and similar plans
- Design and implementation of a surveillance theme

Required work
Exam, learning assignments
Presence during exercises and their preparatory classes required

Grading scale
This part of the course will be graded on a scale of 0 to 5

Prerequisite courses
Basics of public order and security course.
CRIME PREVENTION AND INVESTIGATION COMPETENCES

Having completed this study module, the student will have learned advanced cognitive and practical skills and will be able to independently perform in specialist roles in the field of public order and security.

After completing this study module, the student will be able to

− apply the core knowledge, skills and values related to crime prevention and investigation and justify their actions;
− apply operating procedures and methods in a range of crime prevention and investigation situations and assess their effectiveness;
− apply analytical data in the planning, targeting and implementation of investigations;
− explain the key functions related to the leading of investigations and the role of the pre-trial investigation conducted with the prosecutor as part of the criminal procedure.

The Crime Prevention and Investigation Competences study module (18 credits) consists of the following courses:

− Basics of crime prevention and investigation (3 credits)
− Pre-trial investigation (15 credits)
Basics of crime prevention

Study module the course is part of
Crime prevention and investigation competences

Course level
Professional studies

Compulsion
Compulsory

Scope
3 credits

Description
During the course, the student learns about the key concepts and objectives of pre-trial investigation and police investigative functions. The student gains an understanding of the basics of technical investigation and the related working methods, learns about the police information system (PATJA) and acquires the skills to record a basic report.

Learning outcomes
After completing this course, the student will be able to
- explain the objectives and key measures of pre-trial investigation, the parties and their rights, the general provisions and the presence during the pre-trial investigation;
- explain the structure of the record of a pre-trial investigation and its role in criminal procedure;
- explain the basic principles of public disclosure legislation;
- enter the basic report into the police information system (PATJA); and
- define the role of technical investigation in pre-trial investigation.

Subject matter
- Basics of pre-trial investigation
- Pre-trial investigation as part of criminal procedure
- Record of a pre-trial investigation
- Basic principles of public disclosure legislation
- Police information system (PATJA)
- Introduction to technical investigation

Required work
Examinations, skills demonstrations, successful completion of the exercises indicating that the student has acquired the skills included in the subject matter, peer assessment
Presence during the seminar and exercises and their preparatory classes required.
The student must pass the course before the training period

Grading scale
The course will be graded on a scale of 0 to 5

Prerequisite courses
No prerequisite courses
Pre-trial investigation

Study module the course is part of
Crime prevention and investigation competences

Course level
Professional studies

Compulsion
Compulsory

Scope
15 credits

Description
During this course, the student acquires the skills to perform the key functions of the police in pre-trial investigation, such as different questioning types and assignments related to technical investigation. Additionally, the student practices the use of police information systems required during the pre-trial investigation in a range of situations, and learns about the operation of investigation teams and the management of investigations.

Learning outcomes
After completing this course, the student will be able to
- perform the key investigation measures to resolve the matter in question;
- justify the use of the chosen pre-investigation measures;
- apply operating procedures to the investigation of a range of offenses, and assess their effectiveness;
- use the information systems in accordance with the instructions in ordinary crime investigations;
- apply analytical data in the planning, targeting and implementation of investigations;
- explain the key functions related to the leading of investigations and the role of the pre-trial investigation conducted with the prosecutor as part of the criminal procedure.

Subject matters and parts
The course has five parts:
1. Initial measures (2.5 credits)
2. Questioning (2 credits)
3. Coercive measures and information acquisition (3.5 credits)
4. Special features of offense types (4.5 credits)
5. Leading an investigation and collaborating in the pre-trial investigation (2.5 credits)

Required work
Exams and successful completion of the exercises indicating that the student has acquired the skills included in the subject matter
Attendance at seminars, exercises and their preparatory classes required.
The parts preceding training (parts 1–3) must be passed before the training period.

Grading scale
The course will be graded on a scale of 0 to 5

Prerequisite courses
Basics of crime prevention course
Course part 1. Initial measures

Study module the course is part of
Crime prevention and investigation competences

Course
Pre-trial investigation

Course level
Professional studies

Compulsion
Compulsory

Scope
2.5 credits

Description
During this part of the course, the students will practice the subject matter discussed at the lessons either individually or as patrols.

Learning outcomes
After completing this part of the course, the student will be able to
- perform a crime scene investigation;
- find and record usable samples (fingerprints, shoe prints, shaped castings, powder smoke samples, DNA samples, glass and paint samples, objects);
- prepare a high-quality photographic appendix of the scenes of traffic accidents and property offenses;
- perform a backline measurement; and
- register persons independently.

Subject matter
- Documentation
- Sample recording
- Registration of individuals
- Traffic offense scene investigation
- Property offense scene investigation
- Challenges
- Summary crime scene exercise
- Information systems

Required work
Exam, learning assignments
Presence during contact teaching required
The student must pass this part of the course before the training period

Grading scale
This part of the course will be graded on a scale of 0 to 5.
Learning assignments (documentation, sample recording, registration of persons, property offense scene investigation and summary crime scene exercise) will be graded on a scale of pass/fail.

Prerequisite courses
Basics of crime prevention course
Course part 2. Questioning

Study module the course is part of
Crime prevention and investigation competences

Course
Pre-trial investigation

Course level
Professional studies

Compulsion
Compulsory

Scope
2 credits

Description
During this part of the course, the student will acquire the capabilities for conducting preliminary hearings and questioning. The student will acquire the capabilities for dealing with children during police operations. In addition, the student will practice the use of the forms required in pre-trial investigation.

Learning outcomes
After completing this part of the course, the student will be able to
- conduct preliminary hearings and questioning according to rules and regulations, taking tactical considerations into account;
- understand the special characteristics of dealing with children; and
- use police forms.

Subject matter
- Psychology of questioning (includes preliminary hearings)
- Interaction during questioning
- Theory of questioning (includes preliminary hearings)
- Dealing with children during police operations

Required work
Exam
Passed Investigation of offenses against children online course.
Presence during exercises and their preparatory classes required
The student must complete this part of the course before the training period

Grading scale
This part of the course will be graded on a scale of 0 to 5

Prerequisite courses
Basics of crime prevention course
Course part 3. Coercive measures and information acquisition

Study module the course is part of
Crime prevention and investigation competences

Course
Pre-trial investigation

Course level
Professional studies

Compulsion
Compulsory

Scope
3.5 credits

Description
During this part of the course, the student will acquire the capabilities required for the independent application of coercive measures targeted at personal freedom, property and persons, and for recording the measures in information systems. The student will gain an understanding of crimes related to or implemented with the help of information networks. The student will gain an understanding of the significance of police registers and open sources in the pre-trial investigation of crimes. The student will acquire basic capabilities for monitoring compliance with the requirements of residence in Finland. The student will acquire basic knowledge of the fine procedure and practice recording and serving fines.

Learning outcomes
After completing this part of the course, the student will be able to
- apply coercive measures targeted at personal freedom, property and persons;
- describe the cyber security environment as a phenomenon;
- explain the key aspects of digital evidence;
- use the registers and open sources available to the police to assist in pre-trial investigation;
- determine the requirements for residence in Finland and the means of monitoring compliance with the requirements; and
- write fines.

Subject matter
- Coercive measures targeted at personal freedom, property and persons
- Cybercrime
- Information acquisition
- Monitoring of compliance with the requirements for the residence of aliens in Finland
- Fine procedures

Required work
Exam, seminars, exercises, learning assignments
Attendance at seminars, exercises and their preparatory classes required.
The student must pass this part of the course before the training period.

Grading scale
This part of the course will be graded on a scale of 0 to 5

Prerequisite courses
Basics of crime prevention course
Course part 4. Special features of offense types

Study module the course is part of
Crime prevention and investigation competences

Course
Pre-trial investigation

Course level
Professional studies

Compulsion
Compulsory

Scope
4.5 credits

Description
During this part of the course, the student acquires the skills to perform the key functions of the police in police and pre-trial investigations, such as recording reports, questioning and assignments related to technical investigation. Additionally, the student practices the use of police information systems required during police and pre-trial investigations in a range of situations.

Learning outcomes
After completing this part of the course, the student will be able to
- perform the key tactical and technical investigation measures to resolve the matter being investigated;
- justify the investigation measures;
- apply the methods to the investigation of various types of crime;
- evaluate the effectiveness of the selected methods; and
- use the information systems in accordance with instructions.

Subject matter
This part of the course consists of five themes:
1. Violence and cause of death
2. Driving while intoxicated
3. Property offense
4. Narcotics offense
5. Forgeries

Required work
Learning assignments
Written examination and learning assignment in the Violence and cause of death theme
Presence during exercises and their preparatory classes required.

Grading scale
This part of the course will be graded on a scale of pass/fail

Prerequisite courses
Basics of crime prevention.

The student must have passed the Questioning and Coercive measures and information acquisition parts of the Pre-trial investigation course before taking part in the Driving while intoxicated, Property offense and Narcotics offense themes.
Course part 5. Leading an investigation and collaborating in the pre-trial investigation

Study module the course is part of
Crime prevention and investigation competences

Course
Pre-trial investigation

Course level
Professional studies

Compulsion
Compulsory

Scope
2.5 credits

Description
The student will gain an understanding of the crime prevention sector's functions and structure as part of the unit's operations. The student will acquire the capabilities to make normal pre-trial investigation decisions. The student will learn to understand the significance of cooperation with various partners in the pre-trial investigation of crimes.

Learning outcomes
After completing this part of the course, the student will be able to
- explain the duties and structures of crime prevention in the current operating environment;
- identify key partners and stakeholders in pre-trial investigations;
- define their own role as a member of the investigation team;
- choose, justify and record normal pre-trial investigation decisions; and
- examine the pre-trial investigation process critically.

Subject matter
- Organization of crime prevention
- Working as a member of an investigation team
- Concluding investigations
- Subordinate skills in investigation tasks
- Project investigation
- Cooperation during the pre-trial investigation
- Investigation stakeholders
- Pre-trial investigation quality
- Seminar

Required work
Successful completion of the exercises indicating that the student has acquired the skills included in the subject matters.
Attendance at seminars, exercises and their preparatory classes required.

Grading scale
This part of the course will be graded on a scale of pass/fail

Prerequisite courses
Basics of crime prevention course
COMPETENCES TO DEVELOP SAFETY AND SECURITY IN SOCIETY

Having completed this study module, the student will have gained a broad and advanced knowledge of safety and security in society in relation with the student’s field of study, including a critical understanding and assessment of the key concepts, methods and principles.

After completing this study module, the student will be able to
− apply the key legislation regulating policing with fairness in a range of decision-making situations and justify their actions;
− plan, implement, assess and develop policing in a range of operating environments, making use of research data related to their field;
− work in collaboration with a range of authorities and stakeholders; and
− analyze and reflect on their actions and the impact of their attitudes on professional dialog.

The Competences to Develop Safety and Security in Society study module (32 credits) consists of the following courses:
− Police, individual and society (4 credits)
− Legal grounds of policing (12 credits)
− Police license monitoring (3 credits)
− Planning of police operations and basics of leadership (6 credits)
− Research, development and innovation (7 credits)
Police, individual and society

Study module the course is part of
Competences to develop safety and security in society

Course level
Core studies

Compulsion
Compulsory

Scope
3.5 credits

Description
During the course, the student learns about the professional requirements and ethics in policing and the role of increasingly multicultural and international settings in the work of police officers. The student also gains an understanding of the basics of criminological thinking.

Learning outcomes
After completing this course, the student will be able to

- define the police’s operating environment, functions, organization, values and ethical basis;
- analyze and reflect on their actions and the impact of their attitudes on professional dialog;
- meet a range of customers and customer segments and assess the role of multicultural settings in the work of police officers and in society;
- define the basic concepts of criminology, the theories explaining crime and the basic characteristics of crime in Finland; and
- describe the impact and opportunities of the increasingly international field in relation with their work.

Subject matters and parts
The course has two parts:
1. Police, individual and society (3.5 credits)
2. International functions of the police (0.5 credits)

Required work
Learning assignments, individual assignments and group assignments
Presence during the seminar required

Grading scale
The course will be graded on a scale of pass/fail.

Prerequisite courses
No prerequisite courses
Course part 1. Police, individual and society

Study module the course is part of
Competences to develop safety and security in society

Course
Police, individual and society

Course level
Core studies

Compulsion
Compulsory

Scope
3.5 credits

Description
During this part of the course, the student learns about the professional requirements and ethics in policing and the role of increasingly multicultural and international settings in the work of police officers. The student also gains an understanding of the basics of criminological thinking.

Learning outcomes
After completing this part of the course, the student will be able to
- define the police’s operating environment, functions, organization, values and ethical basis;
- analyze and reflect on their actions and the impact of their attitudes on professional dialog;
- meet a range of customers and customer segments and assess the role of multicultural settings in the work of police officers and in society; and
- define the basic concepts of criminology, the theories explaining crime and the basic characteristics of crime in Finland.

Subject matter
- Police, individual and society

Required work
Learning assignments, individual and group assignments
Presence during the seminar required

Grading scale
This part of the course will be graded on a scale of pass/fail

Prerequisite courses
No prerequisite courses
Course part 2. International police competence

Study module the course is part of
Competences to develop safety and security in society

Course
Pre-trial investigation

Course level
Core studies

Compulsion
Compulsory

Scope
0.5 credits

Description
The student will study the significance of internationalization to police work.

Learning outcomes
After completing this part of the course, the student will be able to
− describe the impact and opportunities of the increasingly international field in relation with their work.

Subject matter
− The EU and its internal security priorities, and how they affect the operations of Finland’s police
− Forms and mechanisms of international cooperation
− Opportunities provided by internationalization to the police and its personnel

Required work
Online learning assignments, online exam

Grading scale
This part of the course will be graded on a scale of pass/fail

Prerequisite courses
No prerequisite courses
Legal grounds of policing

Study module the course is part of
Competences to develop safety and security in society

Course level
Professional studies

Compulsion
Compulsory

Scope
12 credits

Description
During the course, the student learns about the police’s system of jurisdiction, general concepts of criminal law, the key types of offense and the law of criminal procedure from the pre-trial investigation to the trial. The student also gains an understanding of civil law, contract and tort law in particular, and the role of police officers as public servants, including the heightened responsibility this entails.

Learning outcomes
After completing this course, the student will be able to
− define the key basic legal concepts, principals and structures
− apply legal rules in practice; and
− solve problems related to the application of law.

Subject matters and parts
The course has eight parts:
1) Introduction to law, sources of information on legislation and judicial thinking (0.5 credits)
2) System of jurisdiction I (3.5 credits)
3) System of jurisdiction II (0.5 credits)
4) Criminal law I (1.5 credits)
5) Criminal law II (2.5 credits)
6) Law of criminal procedure I (2 credits)
7) Law of criminal procedure II (0.5 credits)
8) Civil law (1 credit)

Required work
Exams, essay, learning diary
Presence during exercises and their preparatory classes required
The student must pass the course before the training period

Grading scale
The course will be graded on a scale of 0 to 5

Prerequisite courses
Not required
Course part 1. Introduction to law, sources of information on legislation and judicial thinking

Study module the course is part of
Competences to develop safety and security in society

Course
Legal grounds of policing

Course level
Professional studies

Compulsion
Compulsory

Scope
0.5 credits

Description
During this part of the course, the student will study judicial thinking, concepts and sources, along with searching for information and the combination of judicial subjects offered by the Police University College. After this part of the course, the student will be better equipped to study legal subjects successfully.

Learning outcomes
After completing this part of the course, the student will be able to
- define key judicial concepts;
- classify judicial sources;
- apply judicial norms to a simple case; and
- search independently for judicial information.

Subject matter
- Judicial thinking
- Judicial concepts
- Judicial sources
- Information search

Required work
Learning assignments
Attendance at lessons is mandatory
The student must pass this part of the course before the training period

Grading scale
This part of the course will be graded on a scale of pass/fail

Prerequisite courses
No prerequisite courses
Course part 2. System of jurisdiction I

Study module the course is part of
Competences to develop safety and security in society

Course
Legal grounds of policing

Course level
Professional studies

Compulsion
Compulsory

Scope
3.5 credits

Description
In this part of the course, the student will study the police’s system of jurisdiction, its general regulations, key powers, and the impact of fundamental and human rights on police operations.

Learning outcomes
After completing this part of the course, the student will be able to
− define the key concepts of the police’s system of jurisdiction, principles of the limitation of powers, and the connections between fundamental and human rights and the use of police powers.

Subject matter
− General provisions on police jurisdiction, Police Act, Chapter 1
− Police powers, Police Act, Chapter 2
− Fundamental and human rights, the Constitution, human rights conventions

Required work
Exam
Learning assignments
The student must pass this part of the course before the training period

Grading scale
This part of the course will be graded on a scale of 0 to 5

Prerequisite courses
No prerequisite courses
Course part 3. System of jurisdiction II

Study module the course is part of
Competences to develop safety and security in society

Course
Legal grounds of policing

Course level
Professional studies

Compulsion
Compulsory

Scope
0.5 credits

Description
In this part of the course, the student will study the police’s system of jurisdiction, its general regulations, key powers, the use of force and self-defense.

Learning outcomes
After completing this part of the course, the student will
- be able to interpret the key regulations on police powers, apply police powers to concrete cases and resolve issues related to the exercise of powers;
- be aware of the provisions related to the use of force and self-defense; and
- grasp the basics of executive assistance, police investigation and the systematics of the Public Order Act.

Subject matter
- General provisions on police jurisdiction, Police Act, Chapter 1
- Police powers, Police Act, Chapter 2
- Privacy and public peace, Criminal Code, Chapter 24
- Self-defense, Criminal Code, Chapter 4

Required work
Exam
Learning assignments
The student must pass this part of the course before the training period

Grading scale
This part of the course will be graded on a scale of 0 to 5

Prerequisite courses
System of jurisdiction I
Course part 4. Criminal law I

Study module the course is part of
Competences to develop safety and security in society

Course
Legal grounds of policing

Course level
Professional studies

Compulsion
Compulsory

Scope
1.5 credits

Description
During the Criminal law 1 part of the course, the student will study the general tenets of criminal law.

Learning outcomes
After completing this part of the course, the student will be able to
- define the key concepts and principles of criminal law, along with issues that give rise to or remove criminal liability.

Subject matter
- General conditions for criminal liability, Criminal Code, Chapters 1–10

Required work
Exams
Learning assignments
Presence during exercises and their preparatory classes required
The student must pass this part of the course before the training period

Grading scale
This part of the course will be graded on a scale of 0 to 5

Prerequisite courses
No prerequisite courses
Course part 5. Criminal law II

Study module the course is part of
Competences to develop safety and security in society

Course
Legal grounds of policing

Course level
Professional studies

Compulsion
Compulsory

Scope
2.5 credits

Description
During the Criminal law 2 part of the course, the student will study the most important types of crime and the system of criminal sanctions.

Learning outcomes
After completing this part of the course, the student will be able to
- interpret major types of crime, apply judicial standards to concrete cases and resolve problems related to the application of law; and
- define the main features of the criminal sanctions system.

Subject matter
- The criminal sanctions system, Criminal Code, Chapters 2, 6, 7 and 8
- Types of crime, Criminal Code, applicable parts of Chapters 21, 23, 24, 25, 28, 31, 32, 33, 34, 35, 36, 37, 50, 16, 17, 15, 20, 40 and 38

Required work
Exam
Learning assignments
Presence during exercises and their preparatory classes required
The student must pass this part of the course before the training period

Grading scale
This part of the course will be graded on a scale of 0 to 5

Prerequisite courses
No prerequisite courses
Course part 6. Law of criminal procedure I

Study module the course is part of
Competences to develop safety and security in society

Course
Legal grounds of policing

Course level
Professional studies

Compulsion
Compulsory

Scope
2 credits

Description
During this part of the course, the student will be acquainted with the criminal process and its progress from pre-trial investigation to the trial.

Learning outcomes
After completing this part of the course, the student will be able to
- define the basic concepts of the law of criminal procedure;
- define the basic structures and principles of the law of criminal procedure;
- apply legal rules in practice;
- solve problems related to the application of law; and
- apply the provisions of criminal procedure law with respect for fundamental and human rights.

Subject matter
- Progress of the criminal procedure and the provisions on the pre-trial investigation, prosecution activities and court procedure, primarily from the perspective of the student's own work and the injured parties in the criminal procedure

Required work
Exam, essay
Presence during exercises and their preparatory classes required
The student must pass this part of the course before the training period

Grading scale
This part of the course will be graded on a scale of 0 to 5

Prerequisite courses
No prerequisite courses
Course part 7. Law of criminal procedure II

Study module the course is part of
Competences to develop safety and security in society

Course
Legal grounds of policing

Course level
Professional studies

Compulsion
Compulsory

Scope
0.5 credits

Description
During this part of the course, the student will study the significance of the pre-trial investigation as the preparatory phase in the overall criminal procedure (Pre-Trial Investigation Act, Chapter 1, section 2, and Chapter 2). The student will be able to interpret the provisions on pre-trial investigation as part of the overall criminal procedure.

Learning outcomes
After completing this part of the course, the student will be able to
- interpret and apply the concepts required for determining the victim’s need for protection;
- interpret and apply various situations related to identification;
- interpret and apply the provisions on questioning from the perspective of the overall criminal procedure;
- interpret and apply the provisions governing the pre-trial investigation as part of the criminal procedure in a manner that fulfills the preparatory role of the pre-trial investigation in the criminal procedure in the manner required by the Pre-Trial Investigation Act (Chapter 1, section 2, and Chapter 2); and
- interpret and apply key provisions of criminal procedure to concrete situations (significance of jurisdiction).

Subject matter
- Determining the victim’s need for protection
- Recognizing the victim’s need for protection in the pre-trial investigation and the special considerations related to this
- Pre-trial investigation as part of criminal procedure
- The significance of questioning as part of the criminal procedure
- The correct application of procedural provisions to cases in practice, and the emphasized significance of basic crime investigation work in seeking to establish material truth in the resolution of the criminal case

Required work
Learning diary
Presence during exercises and their preparatory classes required
The student must pass this part of the course before the training period

Grading scale
This part of the course will be graded on a scale of 0 to 5
Prerequisite courses
No prerequisite courses
Course part 8. Civil law

Study module the course is part of
Competences to develop safety and security in society

Course
Legal grounds of policing

Course level
Professional studies

Compulsion
Compulsory

Scope
1 credit

Description
During this part of the course, the gains an understanding of civil law, in particular contract and tort law, family and inheritance law, the basics of corporate law and the Act on Compensation for Crime Damage.

Learning outcomes
After completing this part of the course, the student will be able to
- define the key basic legal concepts, principals and structures of civil law;
- apply legal rules in practice; and
- solve problems related to the application of law.

Subject matter
- Contract law
- Tort law
- Family and inheritance law
- Corporate law
- Act on Compensation of Crime Damage

Required work
Exam
The student must pass this part of the course before the training period

Grading scale
This part of the course will be graded on a scale of 0 to 5

Prerequisite courses
No prerequisite courses
Police license monitoring

Study module the course is part of
Competences to develop safety and security in society

Course level
Professional studies

Compulsion
Compulsory

Scope
3 credits

Description
During this course, the student will study the chosen types of licenses in order to be able to intervene in the license management process in various situations. The course focuses on the private security industry, firearms licenses, issues related to aliens, and the right to drive.

Learning outcomes
After completing this course, the student will be able to
− explain the key principles of administrative procedures and good governance;
− describe the administrative process and system of legal protection;
− define the key functions of the police’s license administration and their role in policing; and
− monitor the private security industry, rights to drive, firearms licenses and aliens.

Subject matter
− Administrative matters
− Licenses and permits issued by the police
− Basics of the supervision of the private security sector
− Matters related to foreign citizens

Required work
Exams, learning assignments
Presence during the seminar required

Grading scale
The course will be graded on a scale of 0 to 5.

Prerequisite courses
Not required
Planning of police operations and basics of leadership

Study module the course is part of
Competences to develop safety and security in society

Course level
Professional studies

Compulsion
Compulsory

Scope
6 credits

Description
During the course, the student learns about the premise for planning and leadership in policing and acquires the skills to contribute to the work community, develop operations and the work community, work strategically and participate in intelligence-led policing.

Learning outcomes
After completing this course, the student will be able to
- assess and develop their work community skills and the operation of the work community;
- act constructively when faced with change and challenging situations;
- explain the basic structure of strategic leadership in policing and the basics of strategic work and performance management;
- define the change factors related to the future of policing and the police’s operating environment; and
- explain the basic concepts and methods of intelligence-led policing and analytical activities and their role in policing.

Subject matters and parts
The course has four parts:
1. Work community skills (1.5 credits)
2. Developing the operations (1.5 credits)
3. Strategic leadership of the organization (1.5 credits)
4. Intelligence-led policing (1.5 credits)

Required work
Learning assignments.
Attendance at the Work community skills and Intelligence-led policing parts of the course is required.

Grading scale
The course will be graded on a scale of 0 to 5.

Prerequisite courses
No prerequisite courses
Course part 1. Work community skills

Study module the course is part of
Competences to develop safety and security in society

Course
Planning of police operations and basics of leadership

Course level
Professional studies

Compulsion
Compulsory

Scope
1.5 credits

Description
The student will study work community and subordinate skills and acquire capabilities for dealing with challenging situations.

Learning outcomes
After completing this part of the course, the student will be able to
- to assess and develop their own work and the activities of the work community, and to act as a responsible member of the work community; and
- act constructively when faced with challenging situations.

Subject matter
- Functioning in the work community
- Challenging situations in working life
- Well-being and coping at work
- The Police Administration's instructions for challenging situations in working life

Required work
Learning assignments
Attendance at lessons is mandatory

Grading scale
This part of the course will be graded on a scale of 0 to 5

Prerequisite courses
No prerequisite courses
Course part 2. Development of operations

Study module the course is part of
Competences to develop safety and security in society

Course
Planning of police operations and basics of leadership

Course level
Professional studies

Compulsion
Compulsory

Scope
1.5 credits

Description
This part of the course will provide an introduction to the basics of management ethics, project work, leadership during changes and development.

Learning outcomes
After completing this part of the course, the student will be able to
- to assess and develop their own work and the activities of the work community, and
- to act as a responsible member of the work community; and
- act constructively when faced with change.

Subject matter
- Project work
- Leadership during changes
- Ethics of management

Required work
Learning assignments, self and peer assessments

Grading scale
This part of the course will be graded on a scale of 0 to 5

Prerequisite courses
No prerequisite courses
Course part 3. Strategic leadership of the organization

Study module the course is part of
Competences to develop safety and security in society

Course
Planning of police operations and basics of leadership

Course level
Professional studies

Compulsion
Compulsory

Scope
1.5 credits

Description
This part of the course examines the strategic management structure of the police, the results management process, and analyzing changes in the police's operating environment.

Learning outcomes
After completing this part of the course, the student will be able to
- explain the basic structure of strategic leadership in policing and the basics of strategic work and performance management; and
- form an opinion of the change factors related to the future of policing and the police's operating environment.

Subject matter
- Basic concepts and tools of strategy work and their use
- Reconciliation of finances and operations
- Scenario work and future studies

Required work
Preliminary assignment, learning assignment

Grading scale
This part of the course will be graded on a scale of 0 to 5

Prerequisite courses
No prerequisite courses
Course part 4. Intelligence-led policing

Study module the course is part of
Competences to develop safety and security in society

Course
Planning of police operations and basics of leadership

Course level
Professional studies

Compulsion
Compulsory

Scope
1.5 credits

Description
In this part of the course, the student will study the basic concepts of intelligence-led police work and analysis, the organization of the local police’s crime investigation and analysis operations, basic procedures and the processing of observation data.

Learning outcomes
After completing this part of the course, the student will
- be familiar with the basic concepts of intelligence-led policing and analytical activities, along with the basics of the local police's crime investigation and analysis functions;
- understand the role of intelligence-led policing and analysis as tools of the police force in the strategic and operative leadership; and
- understand the significance of the processing of observation data, from the perspectives of both crime investigation and analysis operations and the daily operations of the police.

Subject matter
- Models, development, current status and objectives of intelligence-led policing and analysis
- The operative and administrative dimension of intelligence-led police and analysis operations

Required work
Learning assignments
Attendance at lessons is mandatory

Grading scale
This part of the course will be graded on a scale of 0 to 5

Prerequisite courses
No prerequisite courses

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Research, development and innovation

Study module the course is part of
Competences to develop safety and security in society

Course level
Professional studies

Compulsion
Compulsory

Scope
7 credits

Description
The course provides the students with the skills to write their thesis and implement development projects. After the course, the students understand their role as developers of police operations.

Learning outcomes
After completing this course, the student will be able to
– choose either a practice-based or research-based method for the thesis;
– evaluate and analyze previously completed theses;
– use the library's information search tools for the thesis;
– utilize thesis guidebooks in writing the thesis;
– choose the materials and methods for the thesis;
– understand the research process and principles; and
– draw up a project plan for the thesis.

Subject matters and parts
– Principles of research and development
– Research methods
– Argumentation, conclusions and reporting

Required work
Learning diary

Grading scale
The course will be graded on a scale of pass/fail

Prerequisite courses
No prerequisite courses
TRAINING PERIOD FACILITATING PROFESSIONAL COMPETENCES

Study module the course is part of
Training

Course level
Training

Compulsion
Compulsory

Scope
55 credits

Description
During the course, the student will be familiarized with the operations of the police department and apply the learned information and skills by working in public order and security and crime prevention duties under the direction of an experienced police officer. In addition, the student will be acquainted with the police’s customer service and license monitoring duties and work in them under supervision.

The course will be implemented at a predetermined police department, in the position of a fixed-term constable intern.

The course consists of the following training periods facilitating professional competences:
- Support functions in a police unit 1 credit
- Customer service and license monitoring administration 5 credits
- Public order and security 27 credits
- Crime prevention 22 credits

Learning outcomes
After completing this course, the student will be able to
- function as a member of the work community and take responsibility for their actions;
- apply the core knowledge, skills and values related to policing and justify their actions;
- apply the key work procedures and methods in day-to-day policing;
- work in collaboration with other authorities and stakeholders;
- plan their work and independently implement the assigned tasks;
- analyze their competences and develop them; and
- assess and develop their mental and physical capacity.

Subject matter
- Training orientation
- Support functions in a police unit
- Customer service
- License monitoring
- Public order and security
- Crime prevention

Required work
Successful completion of the training periods
Learning diary, self-assessment
Student recruitment event
Attendance is required during teaching, practical training, teaching provided at Police University College and training meetings.

**Grading scale**
The course will be graded on a scale of pass/fail.

The public order and security and crime prevention courses will be graded on a scale of 0 to 5. The support functions in a police unit, customer service and license administration courses and learning assignments will be graded on a scale of pass/fail.

**Prerequisite courses**
Receiving an appointment during practical training requires passing the following studies:
- Basics of crime prevention course
- Basics of public order and security course
- Driving technique and tactics course
- Traffic safety course
- Legal grounds of policing course
- Of the Police use of force and tactics course, the following parts: Use of force 1–3 and parts of Use of force 4.
- Of the Field operations and command course, the following parts: Police communications and command systems, First aid, and Security assignments and control 1 & 2
- Of the Pre-trial investigation course, the following parts: Initial measures, Questioning, Coercive measures and information acquisition, and Special features of offense types

Students who are appointed to the position of fixed-term constable intern must possess at least the level of physical fitness specified in the Police Administration Regulation (2020/2013/4693, physical fitness testing in the Police Administration).
THESIS

Study module the course is part of
Thesis

Course level
Thesis

Compulsion
Compulsory

Scope
15 credits

Description
The student writes a thesis related to a practical specialist function of their professional field. The thesis may be an operational development project arising from the needs of working life or another applied study which is intended to develop and demonstrate the student’s ability to apply his or her knowledge and skills to practical expert activities related to his or her professional studies. The student will also complete a maturity test related to the thesis.

Learning outcomes
After completing this course, the student will be able to
- obtain, analyze and apply knowledge in order to development their own field;
- work systematically and with perseverance;
- draw up a thesis which is related to the student’s professional field, promotes the development of the student, the work community and the field, and complies with the instructions.

Subject matters and parts
The course has three parts:
1. Thesis guidelines (2 credits)
2. Implementing the thesis (4 credits)
3. Publishing the thesis and the maturity test (9 credits)

Required work
Seminars and the related learning assignments, thesis, maturity test

Grading scale
The course will be graded on a scale of 0 to 5

Prerequisite courses
The student is attending the Research, development and innovation course.
Course part 1. Thesis guidelines

Study module the course is part of
Thesis

Course
Thesis

Compulsion
Compulsory

Scope
2 credits

Description
This part of the course focuses on writing the thesis and launching the thesis process.

Learning outcomes
After completing this part of the course, the student will be able to
− describe what a thesis written for the Police University College is like;
− obtain, analyze and apply knowledge in order to develop their own field; and
− draw up a project plan for the thesis.

Subject matter
− Launching the thesis process
− Nature, objective and requirements of the thesis
− Familiarization with the guidelines and process
− Urkund plagiarism detection software

Required work
− Thesis project plan
− Participation in the seminar
− Urkund exercise

Grading scale
This part of the course will be graded on a scale of pass/fail

Prerequisite courses
The student is attending the Research, development and innovation course.
Course part 2. Implementing the thesis

Study module the course is part of
Thesis

Course
Thesis

Compulsion
Compulsory

Scope
4 credits

Description
In this part of the course, the student works on their thesis both independently and in seminar groups.

Learning outcomes
After completing this part of the course, the student will be able to
   – obtain, analyze and apply knowledge in order to develop their own field; and
   – draw up a manuscript for the thesis.

Subject matter
   – Working on the thesis
   – Urkund plagiarism detection software

Required work
   – Thesis project plan
   – Participation in seminars
   – Serving as an opponent

Grading scale
This part of the course will be graded on a scale of pass/fail

Prerequisite courses
Thesis guidelines part of the course
Course part 3. Publishing the thesis and the maturity test

Study module the course is part of
Thesis

Course
Thesis

Compulsion
Compulsory

Scope
9 credits

Description
In this part of the course, the student finishes, publishes and archives the thesis and takes the maturity test.

Learning outcomes
After completing this part of the course, the student will be able to
− obtain, analyze and apply knowledge in order to develop their own field; and
− work methodically and systematically with a long-term focus; and
− draw up a thesis which is related to the student’s professional field and which promotes the development of the student, the work community and the field.

Subject matter
− Working on the thesis
− Publication of the finished thesis in the Theseus database
− Archiving the finished thesis
− Writing the maturity test

Required work
− Thesis
− Maturity test

Grading scale
This part of the course will be graded on a scale of pass/fail

Prerequisite courses
The student has passed the Implementing the thesis part of the course.
Document authenticity testing

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
1 credit

Description
The student acquires skills to reliably verify an individual’s identity.

Learning outcomes
After completing this course, the student will be able to
– identify the customer reliably; and
– assess the authenticity of identity documents.

Subject matter
– IFado
– RTL net
– Facial recognition
– Document security features

Required work
Online course and learning assignments

Grading scale
The course will be graded on a scale of pass/fail

Prerequisite courses
Not required.
Preparatory course in English

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
1 credit

Description
The preparatory course in English helps the student achieve the initial level required for the course in spoken and written English.

Learning outcomes
After completing this course, the student will be able to
- use basic written and oral structures and vocabulary.

Subject matter
- Basic structures of the language
- Standard and policing vocabulary

Required work
Learning assignments and active participation

Grading scale
The course will be graded on a scale of pass/fail

The assessment is based on the descriptions of language proficiency in the Common European Framework of Reference for Languages and the national proficiency descriptions for polytechnics determined on the basis of the Framework (writing in English and speaking in English). Proficiency level A1-B1.

Prerequisite courses
No prerequisite courses
English for law enforcement

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
1 credit

Description
This course will provide the student with the capabilities for police work situations requiring the use of English. In addition to listening and reading comprehension exercises, the course includes interactive vocabulary, pronunciation and grammar assignments.

Learning outcomes
After completing this course, the student will be able to
− use English vocabulary and expressions flexibly in a variety of situations related to police work.

Subject matter
− the world of law enforcement
− traffic and vehicles
− out in the community
− emergency call
− theft
− drugs and alcohol
− civil disorder
− at the police station
− crime scene investigation
− criminal justice
− organized crime
− international cooperation

Required work
Learning assignments.

Grading scale
The course will be graded on a scale of pass/fail

Assessment is based on the descriptions of language proficiency in the Common European Framework of Reference for Languages and the national proficiency descriptions for polytechnics determined on the basis of the Framework (writing in English and speaking in English). Proficiency level B1.

Prerequisite courses
No prerequisite courses
Preventive action in practice

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
1 credit

Description
During the course, the student plans and delivers a presentation to at least three target groups on a subject promoting security or protecting against crime. The student prepares a report on the presentations, attaching the presentation materials or a description of the contents of the presentations.

The course objective is to enhance the student’s presentation skills as a police officer in front of different audiences and the student’s ability to take the needs of various target groups into account in improving security. The presentations are implemented in cooperation with the target community (school, care home, association, etc.) and/or a police department.

Alternatively, the student can participate in a preventive project prepared by the Police University College or a police unit and include this in the course. In this case, the student draws up a report explaining the project goals and their role in the project and evaluating what they have learned during the project.

Learning outcomes
After completing this course, the student will be able to
  − plan and deliver presentations to various target groups (ideas, content provision, organization, communications, assessment); and
  − act in a range of operating environments and take the needs of various target groups into account in improving security.

Subject matter
  − Planning a presentation or one’s own part in a larger project
  − Organizing an event
  − Police communications
  − Assessment and presenting the results

Required work
Planning, implementation and reporting of activities

Grading scale
The course will be graded on a scale of pass/fail

Prerequisite courses
Minimum of 10 credits of studies
Grammar Capital

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
3 credits

Description
During the course, the student familiarizes themselves with Grammar Capital, a digital grammar of the English language. Grammar is a form of capital that will not lose its value.

Learning outcomes
After completing this course, the student will be able to
  – use grammatical structures according to the norms of standard English, and write sentences and texts fluently.

Subject matter
  – Grammar of the English language

Required work
Online assignments, online exam

Assessment is based on the descriptions of language proficiency in the Common European Framework of Reference for Languages and the national proficiency descriptions for polytechnics determined on the basis of the Framework (writing in English and speaking in English). Proficiency level B2.

Grading scale
The course will be graded on a scale of 0 to 5

Prerequisite courses
No prerequisite courses
Introduction to sociology of law

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
2 credits

Description
Sociology of law studies legal phenomena and institutions, and their roles and relationships in society. The course provides the student with tools to assess the reality as reflected by these factors and expand their understanding of law and jurisprudence in society. The course also provides the student with an introduction to empirical analysis of legal and social factors and their mutual relationships.

Learning outcomes
After completing this course, the student will be able to
− describe the basic concepts and theoretical premise for sociology of law; and
− analyze the opportunities to apply studies in sociology of law to research and legal professions.

Subject matter
− Sociology of law as a science
− Basic concepts and the theoretical premise for sociology of law
− Application of sociology of law to practice

Required work
Essay

Grading scale
The course will be graded on a scale of 0 to 5

Prerequisite courses
Not required.
Instructor training

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
2 credits

Description
During the course, the student develops their instruction and communication skills, learns about a range of teaching methods and gains an understanding of the opportunities provided by information and communication technologies in teaching.

Learning outcomes
After completing this course, the student will be able to

− assess using a wide range of methods their own understanding and development needs as an instructor;
− plan and implement training events, taking into account an adult learner’s special characteristics and different learning styles;
− promote individual and communal learning; and
− make comprehensive use of information and communication technology and a range of teaching methods in training events.

Subject matter
− Adult learners
− Expertise in working life and communal learning
− Instructor’s tool pack with a wide range of teaching methods
− Blended learning

Required work
Learning assignments.
Planning and implementing a lesson

Grading scale
The course will be graded on a scale of pass/fail

Prerequisite courses
No prerequisite courses
Forensic technology in practice, online course

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
2 credits

Description
During the training period facilitating the student’s vocational competence, the student supplements their knowledge and skills in forensic examination of the scene of an offense and registration of individuals.

Learning outcomes
After completing this course, the student will be able to
  – analyze the attitudes, values and meanings related to forensic examination of the crime scene and the registration of individuals; and
  – assess the role of instructions and regulations as the basis of high-quality results.

Subject matter
  – Forensic examination of the crime scene
  – Photographic appendix
  – Registration of individuals

Required work
Online course, learning assignments and self-assessment

Grading scale
The course will be graded on a scale of pass/fail

Prerequisite courses
The student has commenced the training period facilitating vocational competence
Criminology

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
3 credits

Description
The course provides the student with an introduction to applying the socio-criminological approach, concepts and theories. During the course, the student broadens and deepens their understanding and knowledge of the research outcomes and social arguments in the field.

Learning outcomes
After completing this course, the student will be able to

− utilize key up-to-date Finnish literature and research as a source of information in observing crime;
− assess crime as a social and societal phenomenon; and
− assess the impact of a range of factors on crime.

Subject matter
− Criminology as a science and the basic concepts and scientific premise criminology
− Criminological research questions
− Current disciplines and approaches to crime

Required work
Essay

Grading scale
The course will be graded on a scale of 0 to 5

Prerequisite courses
Not required.
Basics of image processing online course

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
1 credit

Description
During the course, the student will study the processing and investigation of digital photographs and CCTV recordings. The student will learn the correct method of documenting their work.

Learning outcomes
After completing this course, the student will be able to

− process photographs at a basic level (alter image size, correct the tone, simple corrections of perspective);
− process CCTV video at a basic level (screen captures, simple editing, deinterlacing); and
− correctly document the editing performed by the student.

Subject matter
− Digital image processing
− CCTV recordings
− Documentation of forensic image and video processing

Required work
Learning assignments.

Grading scale
The course will be graded on a scale of pass/fail

Prerequisite courses
Passed Documentation theme of the Initial measures part of the Pre-trial investigation course
Traffic safety and preventive communications

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
3 credits

Description
During the course, the student learns about written and spoken communications in policing from the perspective of preventive action. The student especially develops their communication skills required by the traffic safety efforts. In addition, the student learns about the work of stakeholder groups in traffic safety and carries out a project with a control and public relations theme provided by the police force in collaboration with a stakeholder.

Learning outcomes
After completing this course, the student will be able to
- engage in spoken and written communications effectively in a manner that promotes the strategic objectives of traffic safety efforts;
- collaborate with a range of stakeholders and media representatives; and
- make use of communications in traffic control.

Subject matter
- Police communication strategy
- Traffic safety and preventive communications
- Control and public relations

Required work
Learning exercises, self-assessment and peer assessment

Grading scale
The course will be graded on a scale of pass/fail

Prerequisite courses
Not required. We recommend that the course is taken after or during the My police communications course.
Practices of traffic control and investigation of traffic offenses

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
2 credits

Description
During the course, the student builds on their competences in traffic control and the investigation of traffic offenses learned earlier during the practical training period. The course will be completed during the practical training period, with contact teaching before the start of practical training.

The student learns about the organization of traffic control in their training unit and draws up a report in accordance with the instructions, describing and analyzing a traffic offense based on the issued guidance. In addition, the student must reflect on their own competences and discuss how the teaching has corresponded to the working life.

Learning outcomes
After completing this course, the student will be able to
- target and perform traffic control and investigation of traffic offenses (with guidance);
- apply the intervention threshold and sanctioning practices to traffic control as instructed; and
- justify and assess their competences in police traffic control and investigation of traffic offenses.

Subject matter
- Traffic control
- Investigation of traffic offenses

Required work
Learning assignments.

Grading scale
The course will be graded on a scale of pass/fail

Prerequisite courses
Traffic Safety course
Advanced methods 1 - Qualitative methods

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
3 credits

Description
During the course, the student improves their knowledge of carrying out qualitative research and research practices. The student learns about qualitative research methods and practices the conducting, interpretation and reporting of qualitative analysis. In particular, the student gains an understanding of qualitative surveys and the interpretation and use of qualitative studies.

Learning outcomes
After completing this course, the student will be able to
- describe the practices of qualitative research;
- interpret qualitative scientific studies;
- plan a qualitative study;
- implement a survey; and
- describe the analytical methods of qualitative research.

Subject matter
- Trends in qualitative research
- Collection and processing of survey data
- Analytical methods of qualitative research

Required work
Exam or, alternatively, learning assignment

Grading scale
The course will be graded on a scale of 0 to 5

Prerequisite courses
The Research, development and innovation course
Advanced methods 2 - Quantitative methods

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
3 credits

Description
During the course, the student improves their knowledge of carrying out quantitative research and research practices. The student learns about quantitative research methods, practices the use of descriptive basic methods and learns about the interpretation and use of qualitative studies and statistics.

Learning outcomes
After completing this course, the student will be able to
- describe the practices of quantitative research;
- find and use statistical data and interpret quantitative scientific studies;
- plan a quantitative study; and
- implement at least a descriptive quantitative analysis using a statistics program and report the outcomes of the analysis.

Subject matter
- Quantitative research process and the research plan
- Sample study
- Survey data and the basic processing of data
- Descriptive research analyses and the reporting of analyses
- Tables and figures: use and interpretation
- Finding and using statistical data
- Interpretation of quantitative scientific articles

Required work
Exam or, alternatively, learning assignment

Grading scale
The course will be graded on a scale of 0 to 5

Prerequisite courses
The Research, development and innovation course
Advanced methods 3 - Practice-based thesis

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
3 credits

Description
During the course, the student improves their knowledge of writing a practice-based thesis and the related research practices. The student learns about a range of formats and contents of operative thesis. The student also gains an understanding of the requirements for the outcomes and their reporting. Additionally, the student discovers how different research methods can be applied to a practice-based thesis, for example to the collection of data and assessment of the product feedback.

Learning outcomes
After completing this course, the student will be able to
- describe the concepts of developmental work research and development by research;
- describe the requirements for the outcomes of practice-based study and the reporting of the study;
- plan the practice-based study, the outcome and the report; and
- find and use data and research methods for a practice-based thesis.

Subject matter
- Format, content and requirements of a practice-based thesis
- Developmental work research and development by research
- Congruence of the outcome of the practice-based study with the reporting of the study
- Report content requirements

Required work
Exam or, alternatively, learning assignment

Grading scale
The course will be graded on a scale of pass/fail

Prerequisite courses
The Research, development and innovation course
Nordcop student exchange

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
5 credits

Description
During the course, the student learns about policing and police training in Sweden, Denmark, Norway or Iceland. During the exchange program, the student learns about the training offered by the Nordic police training institution and policing at the local police department.

Learning outcomes
After completing this course, the student will be able to
- give presentations about policing and police training in Finland and the other Nordic countries and compare them.

Subject matter
- Nordcop student exchange

Required work
Nordcop report

Grading scale
The course will be graded on a scale of pass/fail

Prerequisite courses
The Swedish language and communications course
The English language and communications course
The Polisen i Norden course
Training period facilitating professional competences
Nordcop Use of Force

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
5 credits

Description
During the course, the student learns about teaching in use of force in the Nordic countries and how use of force policies vary from one country to another. A further aim is to improve the student’s language skills.

The objective is to practice the use of self-assessment and other assessment methods so as to increase the student’s psychological and physical strength from the perspective of performing police duties.

During the course, the student will take a qualification test in the handling of the service weapon, demonstration test in the Nordic use of physical force and a physical field test.

Learning outcomes
After completing this course, the student will be able to
- describe the essential features of the laws and regulations that govern police use of force in the Nordic countries;
- describe and apply the key principles of policing that guide field operations;
- describe and apply Nordic police tactics;
- maintain personal capabilities related to use of force tools and the service weapon; and
- find cover and act wearing protective equipment, as well as take other safety considerations into account when performing police duties.

Subject matter
- Legislation governing use of force in the various Nordic countries
- Policies and practices guiding operations in the various Nordic countries
- Use of force in the Nordic countries
- Police tactics in the Nordic countries
- Safety at work and during exercises
- Practice-based exercises
- Emergency first aid and evacuation
- Nordic skills demonstrations (national qualification test, Nordic skills demonstration in use of physical force, and physical field test in groups)
- Significance of strength training in relation to use of physical force
- Psychological coping and physical health

Required work
Before contact teaching:
− Passing the qualification test for the service weapon in the student’s home country.
− Reading the materials available online and passing the online exam in Moodle.

During contact teaching:
− Attending lectures and participating in practical exercises
− Passing the national qualification test and the skills demonstration in use of physical force, participating in a physical test as part of a group

After contact teaching:
− Returning the final report to the educational institution in the student’s home country within two months of the end of the course

**Grading scale**
The course will be graded on a scale of pass/fail

**Prerequisite courses**
Police use of force and tactics course
Student as an instructor and influencer

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
5 credits

Description
During the course, the student
- acts together with a teacher tutor as the student tutor of a group of new students for two periods;
- collects development proposals and feedback from their student group and compiles a short report for the Working Group on Education Development;
- participates in the Police University College’s working group tasked with self-assessment or the planning, implementation and reporting of another type of large-scale assessment.

Learning outcomes
After completing this course, the student will be able to
- act as an instructor of a wide range of partners and individuals (such as visitor groups, school interns and trainees);
- plan and implement a work community survey and analyze its results (content planning, organization of the implementation, analysis of the results and communications).

Subject matters and parts
The course has two parts
1. Tutor activities (2 op)
2. Quality management and influence (3 op)
   - Instructing a group or individual in a work community
   - Collecting and analyzing feedback
   - Reporting the results and communications
   - Quality management

Required work
Planning, organization and implementation of the activities, self-assessment and drawing-up of reports.

Grading scale
The course will be graded on a scale of pass/fail

Prerequisite courses
At least 25 credits toward the Bachelor of Police Services degree
Course part 1. Tutor activities

Study module the course is part of
Elective studies

Course level
Elective studies

Course
The student as an instructor and influencer

Compulsion
Elective

Scope
2 credits

Description
During this part of the course, the student acts together with a teacher tutor as the student tutor of a group of new students for two periods.

Learning outcomes
After completing this part of the course, the student will be able to
− tutor various individuals and cooperate with different people and bodies.

Subject matter
− Instructing a group or individual in a work community

Required work
− Tutoring activity and reporting

Grading scale
This part of the course will be graded on a scale of pass/fail

Prerequisite courses
At least 25 credits toward the Bachelor of Police Services degree
Course part 2. Quality management and influence

Study module the course is part of
Elective studies

Course level
Elective studies

Course
The student as an instructor and influencer

Compulsion
Elective

Scope
3 credits

Description
During this part of the course, the student collects development proposals and feedback from their student group and compiles a short report for the Working Group on Education Development. The report will be compiled between the third period of the first year and second period of the second year.

The student will participate in a Police University College working group as a member (e.g. teaching development group, curricula development group, quality assurance group, Police University College Board or, alternatively, a working group tasked with the planning, implementation and reporting of self-assessment or a different type of extensive assessment.)

Learning outcomes
After completing this part of the course, the student will be able to

− function in working groups within the work community and develop their interaction skills (content design, organization of implementation, analysis and communication of results); and
− assume responsibilities in the student group, and collect and generate feedback to support the development of teaching and other operations.

Subject matter
− Collecting and analyzing feedback
− Reporting the results and communications
− Quality management

Required work
Planning, organization and implementation of the activities, self-assessment and drawing-up of reports.

Grading scale
This part of the course will be graded on a scale of pass/fail

Prerequisite courses
At least 25 credits toward the Bachelor of Police Services degree
Student recruitment project

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
3 credits

Description
During the course, the student participates in the planning and implementation of a trade fair project or a recruitment event. The course objective is to provide an introduction to the use of trade fairs and similar events in the recruitment of students. The project is carried out in collaboration with the Police University College and/or police departments.

Learning outcomes
After completing this course, the student will be able to
- plan and implement a trade fair/recruitment event (ideas, content provision, organization, project management, communications, assessment); and
- function in multidisciplinary environments and with a range of partners.

Subject matter
- Project planning
- Organizing the event
- Student recruitment
- Assessment and presenting the results

Required work
1) Drawing up the project plan, 2) Planning and implementing the content, and 3) Self-assessment and writing a report.

Grading scale
The course will be graded on a scale of pass/fail

Prerequisite courses
Basics of Public Order and Security course
Police information system (PATJA) in tactical investigations

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
3 credits

Description
During the course, the student improves their skills in recording the key factors during the pre-trial investigation and police investigation from the perspective of tactical investigation. The student practices recording various cases and learns how to evaluate such work performed by others.

Learning outcomes
After completing this course, the student will be able to
\begin{itemize}
  \item record the necessary investigation measures to resolve the matter in question;
  \item provide legal grounds to justify the chosen measures; and
  \item evaluate the legality and compliance with regulations of recordings made by others.
\end{itemize}

Subject matter
\begin{itemize}
  \item Tactical investigation
  \item Police information system
\end{itemize}

Required work
Successful completion of the learning exercises and peer assessment

Grading scale
The course will be graded on a scale of pass/fail

Prerequisite courses
Parts 1 (Initial measures), 2 (Questioning) and 3 (Coercive measures and information acquisition) of the Pre-trial investigation course passed. In addition, the student must have passed the violence, driving while intoxicated and property offense themes of part 4 (Special features of offense types).
Police Career Path

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
2 credits

Description
During the course, the student familiarizes themselves with basic police vocabulary in English, a police officer’s job description and typical work situations.

Learning outcomes
After completing this course, the student will be able to
  − use key police vocabulary in English in both speech and writing.

Subject matter
  − Police vocabulary and structural exercises
  − Listening comprehension exercises
  − Reading comprehension exercises
  − Written and oral exercises

Required work
Learning assignments, online exam

Grading scale
The course will be graded on a scale of 0 to 5

Prerequisite courses
No prerequisite courses
Police license monitoring II

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
1 credit

Description
The course gives the student an overall understanding of the license types not included in the compulsory studies of the Bachelor of Police Services degree (public events, lotteries and fundraising, as well as travel documents and identity documents).

Learning outcomes
After completing this course, the student will be able to

− describe the processes related to organizing public events and the general responsibilities of the organizer;
− describe what information is needed for a notification of a public meeting;
− define the key concepts of the Lotteries Act and the Money Collection Act;
− perform license checks of public events, public meetings and license types as per the Lotteries Act and the Money Collection Act;
− describe the process of applying for, issuing and canceling a passport;
− describe the process of issuing an identity card.

Subject matter
− Public events
− Lotteries and fundraising
− Travel documents and identity documents

Required work
Learning assignments
Presence during contact teaching required

Grading scale
The course will be graded on a scale of pass/fail

Prerequisite courses
No prerequisite courses
The Many Options of Police Work

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
2 credit

Description
The student selects one specialized field of police work from the projects presented during the Police Communications course, and explores it in more detail.

Learning outcomes
After completing this course, the student will be able to
- search for information on their chosen field of police work;
- demonstrate good written communication skills in Finnish in a range of communication and interactive settings at work;
- use writing as a tool for planning and documenting their actions; and
- demonstrate written communication skills in English.

Subject matter
- Information search
- Writing
- Development of the student's policing expertise

Required work
Essay, English-language summary, participation in Moodle, self-assessment

Grading scale
The course will be graded on a scale of pass/fail

Prerequisite courses
Police communications course
Project Studies

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
2–10 credits

Description
During the course, the student participates in the planning and implementation of their own project on the basis of an assignment / a main project.

The course objective is to familiarize the student with project work aimed at improving police operations and/or security. The projects are strongly linked to maintaining and developing security in society. The project can be an independent project of the Police University College, or it can be implemented in cooperation with the Police University College’s stakeholders or partners.

Learning objectives
After completing this course, the student will be able to plan and implement a project following the various stages of the process (ideas, content provision, organization, project management, communications, assessment).

After completing this course, the student will be able to
− work in (possibly multiprofessional) projects and with a range of partners;
− develop their cooperation and interaction skills, as well as their professional communication skills;
− work independently;
− assume responsibility for the team’s actions and for disseminating the lessons learned;
− identify and define the phenomena and basic theoretical concepts related to the project, and apply them in practice;
− reflect on their learning and development in project work skills and with respect to core competences related to the project.

Subject matter
− Project planning
− Cooperation at work with colleagues and stakeholders
− Learning about the various methods of project work
− Incorporating one’s work/assignment into a larger project
− Project management
− Setting and assessing a personal learning target
− Assessing a project and presenting the results
Required work
1. Drawing up a project plan or similar
2. Planning and producing the contents (and participating in project meetings)
3. Self-assessment and preparing a report or other outcome agreed in advance and/or making a presentation

Presence during contact teaching required

Grading scale
The course will be graded on a scale of pass/fail

Prerequisite courses
The topic and contents of the project determine the prerequisite courses and competences
**Process writing**

**Study module the course is part of**
Elective studies

**Course level**
Elective studies

**Compulsion**
Elective

**Scope**
3 credit

**Description**
Process writing is a method of teaching and supporting writing skills, which is suitable for writers at a range of levels. During the course, the student learns about the methods of producing text with the process approach to writing. The student works with texts they have produced, such as parts of the thesis. The student produces text in stages and learns to make use of the feedback provided by their peers and the teacher.

**Learning outcomes**
After completing this course, the student will be able to
- produce text in stages from the draft to the final, published version;
- give and receive feedback; and
- edit and finalize text.

**Subject matter**
- Process writing

**Required work**
Learning assignment

**Grading scale**
The course will be graded on a scale of pass/fail

**Prerequisite courses**
No prerequisite courses
Preparatory course in Swedish

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
1 credit

Description
The preparatory course in Swedish helps the student achieve the initial level required for the course in spoken and written Swedish.

Learning outcomes
After completing this course, the student will be able to
− master the basic structures of the language;
− use the key standard vocabulary;
− use Swedish in the most common spoken and written communication situations;
− use dictionaries and other tools; and
− use a range of language-learning strategies.

Subject matter
− Basic structures of the language
− Standard vocabulary
− Language-learning strategies

Required work
Learning assignments and active participation

Grading scale
The course will be graded on a scale of pass/fail


Prerequisite courses
No prerequisite courses
Preparatory online course in Swedish “Nätfräscht”

**Study module the course is part of**
Elective studies

**Course level**
Elective studies

**Compulsion**
Elective

**Scope**
1 credit

**Description**
The preparatory online course in Swedish helps the student achieve the initial level required for the course in spoken and written Swedish.

**Learning outcomes**
After completing this course, the student will be able to
- master the basic structures of the language;   
- use the key standard vocabulary; and
- use Swedish in the most common spoken and written communication situations.

**Subject matter**
- Basic structures of the language
- Standard vocabulary
- Most common situations where the language is used

**Required work**
Learning assignments.

**Grading scale**
The course will be graded on a scale of pass/fail


**Prerequisite courses**
Not required.
Fingerprints in solving crimes

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
1 credit

Description
During the course, the student practices the collecting and recording of fingerprints from a range of surfaces and the further processing of fingerprints.

Learning outcomes
After completing this course, the student will be able to
- find and record fingerprints from a range of surfaces and using a variety of methods; and
- transfer the fingerprints recorded from a crime scene to a digital format.

Subject matter
- Finding fingerprints
- Recording fingerprints
- Processing fingerprints

Required work
Essay

Grading scale
The course will be graded on a scale of pass/fail

Prerequisite courses
Completed the Initial measures part of the Pre-trial investigation course
Basics of sociology

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
3 credit

Description
The course provides the student with tools to analyze social life and society and the debate concerning them. The concepts and approaches of sociological research provide the student with useful tools for observing what it means to be a police officer in terms of attitudes, way of life, culture, occupation and role in society.

Learning outcomes
After completing this course, the student will be able to
- describe sociological thinking and the key phenomena with regard to the police force’s work, and compare their explanatory models; and
- apply sociological perspectives to the study of the organization, occupation and culture of the police, and the police force’s position and function in society.

Subject matter
- Sociological approach and basic concepts
- Development of Finnish society as a sociological phenomenon
- Sociology of police research
- Sociological paradigms and approaches

Required work
Essay

Grading scale
The course will be graded on a scale of 0 to 5

Prerequisite courses
Not required.
Advanced driving instruction and roadworthiness of articulated vehicles

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
2 credit

Description
During the course, the student improves their driving skills and acquires skills to check the roadworthiness of light articulated vehicles. The course is completed in two parts: Demanding driving situations and Roadworthiness of articulated vehicles.

Learning outcomes
After completing this course, the student will be able to
– handle and drive a police vehicle more safely in varying and demanding driving situations; and
– check the roadworthiness of light articulated vehicles.

Subject matter
– Driving practice
– Connecting, using and loading a trailer (especially O1 and O2 classes)

Required work
Successful completion of the initial level test
Successful completion of the exercises indicating that the student has acquired the skills included in the areas of teaching

Grading scale
The course will be graded on a scale of pass/fail

Prerequisite courses
The Driving technique and tactics course.
Serious and targeted violence – basics of structured risk assessment and control methods

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
2 credit

Description
This course deals with the definitions and concepts of serious and targeted violence. During the course, the student learns about the methods of structured risk assessment and how they can be applied to the assessment of the serious risk of violence and prevention of potential acts.

Learning outcomes
After completing this course, the student will be able to
- understand what is meant by serious and targeted violence;
- identify the most commonly applied methods for the structured assessment of the risk of violence and understand their main principles; and
- understand what is meant by a behavior-based threat analysis and understand the main principles of its utilization in assessing and controlling the risk of serious and targeted violence.

Subject matter
- Definitions and concepts of serious and targeted violence
- Structured risk assessment methods
- Other factors increasing the risk of violence
- Behavior-based threat assessment
- Introduction to the serious and targeted violence screening tool

Required work
Learning assignments
Attendance at contact teaching required

Grading scale
The course will be graded on a scale of pass/fail

Prerequisite courses
Basics of public order and security course
Basic Russian for police officers

Study module the course is part of
Elective studies

Course level
Elective studies

Compulsion
Elective

Scope
3 credit

Description
During the course, the student learns basic Russian language skills required in the police officer’s work and common situations.

Learning outcomes
After completing this course, the student will be able to
– write in the Cyrillic alphabet and pronounce Russian phonemes;
– have the spoken language skills in Russian to produce short sentences and understand clearly pronounced and simple spoken Russian when discussing familiar topics;
– read and write simple texts; and
– use everyday vocabulary and basic policing vocabulary according to the student’s skill level.

Subject matter
– Russian writing system
– Russian pronunciation
– Forming declarative sentences and questions with basic structures
– Everyday vocabulary and limited occupational vocabulary
– Russian spoken exercises

Required work
Exam and learning assignments

Grading scale
The course will be graded on a scale of 0 to 5

Prerequisite courses
Not required.