

TRAINING BULLETIN

Number 181

COMMONWEALTH OF PENNSYLVANIA

January 2025

2025 SHERIFF AND DEPUTY SHERIFF CONTINUING EDUCATION

Continuing education is an annual requirement and is delivered online through Temple University's Canvas Learning Platform.

Certifications for all currently certified and active sheriffs and deputies are valid through December 31, 2025. All personnel must complete the required continuing education between January 21, 2025 and November 21, 2025 in order to recertify through December 31, 2026.

The continuing education consists of 10 hours, divided into three subjects:

Legal Updates	2 hours
Critical Decision Making	4 hours
Liability & Ethics	4 hours

Each subject will include a final exam. According to Board policy, a passing score of 70% is required for each exam, and one retest will be permitted for any exam that is failed. If a student fails any exam twice or does not complete the full 10 hours of continuing education training by November 21, 2025, the employing sheriff must request re-enrollment for the student through PCCD. Extensions for certification will not be granted due to test failures or failure to complete the training by the deadline.

Upon completion of continuing education training and after grades are submitted and accepted for each student, an electronic reimbursement form will be generated through the Sheriff and Deputy Sheriff Information System (SDSIS). A flat hourly rate for 10 hours of training will be authorized per student. Please note that mileage and meal expenses are not eligible for reimbursement. While the Board has begun processing reimbursements, it may take some time before these are addressed. Counties must submit their reimbursement requests within 18 months from the date the form is issued through the SDSIS, or the reimbursement will expire. Once submitted, the form is locked and will be considered by the Board when it processes reimbursement requests.

Temple University requires that you change your Canvas password every ten months. Depending on when you last updated your password, you may be prompted to change it before accessing the Canvas Learning Platform. Instructions for updating your password can be found in the updated Canvas Help Guide. You will need the TUID number provided by Temple at the start of this process to complete the change.

Please note: The Temple Canvas password is NOT your Keystone password. The Temple Canvas password is specific to that website.



As a reminder, there are specific hardware and software requirements for using the Canvas Learning Platform, which are outlined in the table below. If your system does not meet these minimum requirements, some or all applications may not function properly. We recommend against attempting this training on a cell phone.

The Keystone and Canvas User Guides have been provided and are also available on the PCCD website under the Training Link:

<https://www.pa.gov/agencies/pccd/programs-and-services/training/public-safety-training/sheriff-and-deputy-training.html>

TECHNICAL REQUIREMENTS – CANVAS LEARNING PLATFORM

CANVAS is best viewed at a minimum screen resolution of 800 X 600, which is the average size of a notebook computer. It is not recommended to try to complete training on a phone or mobile device.

Personal Computer & Supported Operating Systems

(Computer 5 years or newer, 1GB RAM/2GHz Processor)

Modern PC running Windows 7+ or higher

Modern PC running Macintosh OS X/10.6 or higher

Modern PC running Linux ChromeOS

Internet (minimum 512kbps)

Broadband Internet access

Supported Browsers (Minimum Operating Standards)

Chrome 130 and 131 (Windows & Macintosh)

Firefox 131 and 132 (Windows & Macintosh)

Edge 139 and 140 (Windows only)

Required Plugins and Extensions

JavaScript

Flash

MUNICIPAL POLICE TRAINING COMMISSION RECOGNITION OF SHERIFF/DEPUTY IN-SERVICE TRAINING

The Municipal Police Officer's Education and Training Commission (MPOETC) has recognized the 8 hours of Sheriff/Deputy Sheriff Continuing Education as partial credit toward the MPOETC in-service training for 2025.

This training is identified by MPOETC as SDS In-service 2025.

CLEE ID# CLE02016, Critical Decision Making.

CLEE ID# CLE02017, Liability and Ethics.

Deputies can obtain a signed copy of their training records (transcripts) from their enrollment page in the SDSIS. It is the responsibility of each deputy or department to submit proof of training to MPOETC as required.

PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
SHERIFF AND DEPUTY SHERIFF EDUCATION AND TRAINING BOARD

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