



Security Officer – Applied Certificate

PLAR Candidate Guide

Prior Learning Assessment and Recognition (PLAR)

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Prior learning credit options at Saskatchewan Polytechnic

See [Get Credit for What you Know](#) for important information about all options to get credit for prior learning at Sask Polytech, including PLAR, transfer credit, Canadian Armed Forces credit, and equivalency credit.

How to navigate this document

This document contains links to other document sections or webpages. To return to where you were from another section in this document, press the *ALT* key and *left arrow* key at the same time. To return to this webpage from another webpage, close the other webpage or click back on the browser tab for this document.

Contents of this guide

This guide contains the following specific PLAR information and tools for this program

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A. PLAR fees

Fees for PLAR challenges are set to cover our costs for consultation, assessment, and related administrative tasks. PLAR fees are non-refundable and non-transferrable.

The PLAR fees policy is subject to change for each new academic year. Please see the **Cost** section on the [PLAR webpage](#) for current fee information.

B. PLAR eligibility and options

To be eligible for PLAR for courses in this program, you must first apply for admission and be accepted into the program. You must also consult with the [PLAR contact person](#) and be approved for PLAR assessment.

Individual course PLAR

Individual course PLAR means that each single course is assessed separately. If you have 12 months or more, recent paid employment as a Security Officer, you may apply to PLAR any course within the Security Officer Program.

Course pre-requisites and co-requisites

Some courses have one or more other courses that must be completed first (pre-requisite) or at the same time (co-requisite). See [course outlines](#) in this guide to identify any pre- or co-requisites for each course. Discuss with your [PLAR contact person](#) how to deal with courses with co-requisites.

Block assessment

Some programs may assess a cluster of courses together in one block, which may save you time and effort. Ask the [PLAR contact person](#) whether there are any block assessment options in this program.

C. Dates when PLAR assessment is available

PLAR assessment for this program is available from Sept 1 to June 15 in each academic year.

All PLAR assessment must be completed by June 15 of each academic year.

D. Special directions for this program

1. **Review** the [PLAR process and FAQs](#) and the information in this guide.
2. **Self-rate** your learning for each course using the [Course Outlines](#) in this guide.
3. **Consult** with the [PLAR contact person](#) for PLAR approval. Be prepared to provide your resume, course self-ratings (see [section F](#)), and a partially completed [PLAR application](#). If you are approved for PLAR, the contact person will sign your PLAR application and explain next steps.
4. **Apply** for admission to the program. See [directions](#) for applying.
5. **Register** for PLAR at Registration Services once you have signed approval on your [PLAR Application Form](#). The PLAR fee will be added to your student account.
6. **Finalize** a detailed Assessment Plan with your assigned assessor.
7. **Complete** assessment before your PLAR registration expires.

E. PLAR contact person

Contact the person below to arrange a consultation **after** you have read this guide and [general PLAR information](#) and rated yourself for each course (see next session). Consultation may be by phone, online, or in person. Be prepared to provide your resume, course self-ratings, and a partially completed [PLAR application](#). If agreement is reached to go ahead with PLAR, the contact person will sign approval on your PLAR application and explain the next steps. Admission to the program is required before you can register for PLAR.

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F. Self-rating course outlines

Clicking on a course code below opens a page where you can rate yourself on the knowledge and skills assessed for PLAR credit. For Arts & Sciences courses, clicking on the course code opens another PLAR guide. The [PLAR contact person](#) for this program will refer you to another person to discuss PLAR for courses delivered by Arts & Sciences or another program/department.

COURSE CODE	COURSE NAME	Delivered by another department/program
CORR 100	Managing Clients in Public Safety Settings	
EMPS 107	Workplace Wellness	
JOBR 100	Job Preparation and Workplace Wellness	
CLTR 100	Diversity	
LAW 164	Reporting Procedures for Security Officers	
SECG 100	Crime Prevention and Technology	
SECG 101	Legislation and Procedures for Security Officers	
SFTY 157	Defensive Tactics	
WORK 155	Work Experience	

CORR 100 – Managing Clients in Public Safety Settings

You will develop specific skills for interacting with diverse groups of individuals in various public safety situations and settings. Content will include strategies for dealing with clients in high stress situations and strategies to defuse hostile situations.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): CORR 100CE

Use a checkmark (✓) to rate yourself as follows for each learning outcome		Competent	Learning	None
Competent:	I can apply this outcome without direction or supervision.			
Learning:	I am still learning skills and knowledge to apply this outcome.			
None:	I have no knowledge or experience related to this outcome.			
1.	Examine the communication climate in public safety settings.			
2.	Describe client behavior in high stress situations.			
3.	Recognize dangerous non-verbal communication.			
4.	Respond to diverse groups of clients in high stress situations.			
5.	Examine elements of conflict.			
6.	Apply conflict de-escalation strategies.			

EMPS 107 – Workplace Wellness

You will examine the roles and concepts of professional behavior in the security industry. You will also examine the components of a healthy lifestyle necessary for wellness in the workplace.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome		Competent	Learning	None
Competent:	I can apply this outcome without direction or supervision.			
Learning:	I am still learning skills and knowledge to apply this outcome.			
None:	I have no knowledge or experience related to this outcome.			
1.	Examine the concepts of integrity and self-discipline.			
2.	Display professional behavior and presentation and deportment.			
3.	Examine effective customer service skills.			
4.	Demonstrate positive interaction with indigenous clients.			
5.	Demonstrate positive interaction with diverse groups of clients			
6.	Examine components of a healthy lifestyle.			
7.	Examine emotional well-being.			

JOB 100 – Job Preparation and Workplace Wellness

You will develop employability skills that prepare you to work in the security field. You will examine the roles and concepts of professional behavior in the security industry. You will also examine the components of a healthy lifestyle necessary for wellness in the workplace.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome		Competent	Learning	None
Competent:	I can apply this outcome without direction or supervision.			
Learning:	I am still learning skills and knowledge to apply this outcome.			
None:	I have no knowledge or experience related to this outcome.			
1.	Discuss career opportunities in the security officer field.			
2.	Discuss professional behavior, presentation, and deportment.			
3.	Produce a resume.			
4.	Produce a cover letter			
5.	Demonstrate job interview skills.			
6.	Examine the concepts of integrity and self-discipline.			
7.	Examine effective customer service skills			
8.	Demonstrate positive interaction with diverse groups of clients.			
9.	Examine components of a healthy lifestyle and emotional well-being.			

CLTR 100 - Diversity

You will examine the elements of cultural, gender and disability diversity in Canada and the processes that promote inclusion. You will explore elements of Indigenous culture with a view to understanding both historical elements and contemporary issues in Canada. Your studies will also provide opportunities to participate in various cultural practices.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome		Competent	Learning	None
Competent:	I can apply this outcome without direction or supervision.			
Learning:	I am still learning skills and knowledge to apply this outcome.			
None:	I have no knowledge or experience related to this outcome.			
1.	Examine the diverse Canadian identity.			
2.	Describe diversity and social inequality in Canadian society.			
3.	Examine the impact of colonization and treaties on Indigenous peoples.			
4.	Examine contemporary realities and resilience of Indigenous people in Canada			
5.	Explore cultural events.			
6.	Promote inclusion.			

LAW 164 – Reporting Procedures for Security Officers

You will develop observational skills to collect the information necessary for a variety of law enforcement reports. Based on these acquired skills, you will write reports. You will also link information in these reports to the delivery of testimony in court.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome		Competent	Learning	None
Competent:	I can apply this outcome without direction or supervision.			
Learning:	I am still learning skills and knowledge to apply this outcome.			
None:	I have no knowledge or experience related to this outcome.			
1. Explain tactical communication equipment.				
2. Discuss loss prevention techniques.				
3. Discuss site incidents.				
4. Explain emergency measures protocols.				
5. Examine patrol techniques.				
6. Demonstrate traffic control techniques.				

SECG 100 – Crime Prevention and Technology

You will examine the processes and technologies involved in crime prevention. You will demonstrate skills necessary to maintain a safe work environment.

Credit unit(s): 2.0
Pre and Co Requisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome			
Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.			
	Competent	Learning	None
1. Demonstrate effective computer skills.			
2. Utilize tactical communication equipment (radios, camera, GPS) and other tactical communication.			
3. Discuss loss prevention techniques.			
4. Examine site incidents.			
5. Explain emergency measures protocols.			
6. Examine patrol techniques.			
7. Demonstrate traffic control techniques.			

SECG 101 – Legislation and Procedures for Security Officers

You will examine provincial and federal legislation, policy and procedures in the security field. Your studies will also include the successful completion of the Private Investigators and Security Guards Act (PISGA) exam.

Credit unit(s): 4.0
Pre and Co Requisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome		Competent	Learning	None
Competent:	I can apply this outcome without direction or supervision.			
Learning:	I am still learning skills and knowledge to apply this outcome.			
None:	I have no knowledge or experience related to this outcome.			
1.	Discuss the determinants of criminal liability.			
2.	Explain Charter of Rights and Freedoms.			
3.	Discuss the Canadian Criminal code as it relates to security functions.			
4.	Discuss legislation relating delivery of security services in various industry settings.			
5.	Describe the various roles of security officers.			
6.	Explain confidentiality.			
7.	Describe general duties and responsibilities in the security profession.			
8.	Examine security protocols when monitoring labor related situations.			
9.	Complete the Private Investigators and Security Guards Act (PISGA) exam.			

SFTY 157 – Defensive Tactics

You will apply tactical intervention techniques for the assessment and management of difficult situations.

Credit unit(s): 2.0

Pre and Co Requisites: none

Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome		Competent	Learning	None
Competent:	I can apply this outcome without direction or supervision.			
Learning:	I am still learning skills and knowledge to apply this outcome.			
None:	I have no knowledge or experience related to this outcome.			
1. Identify the responsibility and authority of law enforcement personnel.				
2. Apply tactical communication and conflict management techniques.				
3. Perform defensive techniques.				
4. Apply the legal principles of arrest and detention.				

WROK 155 – Work Experience

You will participate in a work experience in a community setting where you will demonstrate effective communication and problem solving skills and perform assigned security officer functions.

Credit unit(s):	0.0
Pre and Co Requisites:	none
Equivalent course(s):	none

Use a checkmark (✓) to rate yourself as follows for each learning outcome		Competent	Learning	None
Competent:	I can apply this outcome without direction or supervision.			
Learning:	I am still learning skills and knowledge to apply this outcome.			
None:	I have no knowledge or experience related to this outcome.			
1.	Perform identified security tasks.			
2.	Apply effective interpersonal skills.			
3.	Complete agency reports as required.			
4.	Perform assigned security officer functions.			
5.	Apply policy and directives.			
6.	Demonstrate professional attitudes and behaviors.			