



## ADVANCED REPORT WRITING AND REVIEW (OLUSTEE CAMPUS)

# FDLE #068 – 40 HOURS

### Program Description:

This course is designed for the law enforcement officer whose duties include report writing. This course expands on the basic skills taught at the police academy. Topics will include the use of proper grammar, organization, format, and content. There will be extensive writing and practical exercises conducted in this course.

Officers who successfully complete this course may be eligible for salary incentive payments or may apply this course toward satisfying their mandatory retraining requirements, per Florida Statutes.

To reserve a seat, complete the Training Authorization Form, and email to [AdvancedTraining@fgc.edu](mailto:AdvancedTraining@fgc.edu)



**FLORIDA GATEWAY  
COLLEGE**

**Avery & Twyla Roberts School of Public Service**

**Class Dates:  
April 27 - May 1, 2026**

**Class Times:  
8:00 am - 5:00 pm**

**Attire:  
Business casual or  
agency uniform**

**Instructor:  
Director John Blanchard  
Baker County Sheriff's Office**

**Baker County Sheriff's Office  
1 Sheriff's Office Drive  
Macclenny, Florida  
32063**

### **COSTS:**

**Class is open to Florida  
Sworn Officers only.  
There is no charge for  
Florida Sworn Officers.**