The Ohio Probation Officer Training Program Online Courses are moving!

The Supreme Court of Ohio, in partnership with the Department of Rehabilitation and Correction (DRC) and the Ohio Chief Probation Officers Association, is excited to announce that the online coursework of the Ohio Adult Probation Officer Training Program (OAPOTP) will be moving to the Supreme Court of Ohio's <u>Judicial eCademy</u> on July 1, 2015. The Judicial eCademy will permit all probation officers in Ohio to access the online coursework for free. As a result of the planned move, the contract with the online training company Relias Inc., where the online courses currently reside, will terminate on June 28, 2015.

As we make this transition, there are three important points to know:

- Access to courses in the Relias system will terminate on June 28, 2015. You must fully complete a course and
 pass its test by June 28, 2015 to receive credit. DRC and the Supreme Court will be pulling reports to record
 who has completed courses.
- Officers will receive **no credit for partially completed courses**. Uncompleted courses will need to be taken from the beginning in Judicial eCademy after July 1, 2015.
- Officers still have **365 days from their hire date to complete the entire OAPOTP**. Officers who do not finish all online courses in Relias will be able to take them in Judicial eCademy.

See below for information on registering for free with Judicial eCademy and for additional information if your court contracted separately with Relias or is using CE Quick/Relias Academy.

Relias accounts established by contract directly with Relias:

If your department established a contract directly with Relias your access to the Ohio Probation Training Program e-courses will no longer be available in the Relias Learning environment after June 28, 2015. Ohio is removing the course content from the Relias system on that date as DRC's contract with Relias will expire. Your department's contract with Relias will not be affected in any other way. All questions regarding your Relias contract should be directed to your Relias representative.

CE Quick or Relias Academy Users:

If you or your staff purchased "tokens" in the CEQuick site to access the online Adult Probation Officer Training Program coursework, these tokens will terminate on June 28, 2015. Ohio is removing the course content from the Relias system on that date as DRC's contract with Relias will expire. If you have purchased the tokens within the last 30 days, please refer to the 30 Day Money Back Guarantee for Course Packages and Subscription Refunds located on the CEQuick site under "Frequently Asked Questions" for a possible refund of your purchase. Contact the Relias customer support department regarding any refund.

How to access the Judicial eCademy system:

Online courses will be available July 1, 2015. Registration for face-to-face courses is currently open. To register for a course in <u>Judicial eCademy</u>, follow these simple steps:

- 1. Create a <u>Judicial eCademy</u>, if you do not already have one. For more detailed instructions or for information on how to obtain your username and password if you have forgotten them, please view the <u>login instructions</u>.
- 2. Once your account is approved, log in to Judicial eCademy.
- 3. **Register** for the desired course.
- 4. If you are taking an online course, you will be able to enter the course by returning to the **course search** page or by going to **My Courses**.

If you have any questions, please contact Morgan Patten at 614-387-9445 or morgan.patten@sc.ohio.gov.