

A Division of PFC Safeguards, LLC

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Licensed to operate by the Nevada Commission on Postsecondary Education

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INTRODUCTION

The Academy of Protective Studies focuses on providing hands-on training that students will use in careers such as Law Enforcement, Executive Protection, Residential Security, and Homeland Security. The Academy is a Las Vegas-based institution that focuses exclusively on the private protective services field. As a result, the Academy of Protective Studies provides students with the required training and skills for an entry-level, intermediate, and advanced position in the protective services field.

Academy of Protective Studies is open to all persons who meet entrance requirements, regardless of age, race, color, religion, national origin, disability, sex, sexual orientation, or gender identity or expression. Prerequisites include security guard card, prior/current law enforcement, or prior/current military.

Ownership

The school is owned by PFC Safeguards, LLC. The officer of the school is Stephen Krystek, President.

Faculty Members

- Chris Fry, School Director
- Joseph Salvaggio, Academic Director
- Brian Hartman, Lead Instructor
- Doug Janowicz, Assistant Instructor
- Amanda Dunn, Student Services
- Ariana Yilmaz, Career Services
- Hanna Lorberau, Administrator
- Michael-Kelly Saiki, Compliance Officer

School Location / Facility

The Academy is located at 2960 E Sunset Rd. Ste. 125, Las Vegas, Nevada, 89120. Our facilities comprise of 4,000 square feet of classroom space, training rooms, a learning resource system, and campus offices. Class size is limited to 24 students per instructor. There are adequate sterilization facilities and restrooms to accommodate students and those with disabilities.

School Hours & Office Hours

Administrative Office hours are Monday through Friday, 8:30 a.m. – 5:00 p.m. (excluding holidays).

Observed Holidays

- New Year's Day
- Martin Luther King's Birthday
- President's Day
- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Veteran's Day
- Thanksgiving Day
- Family Day
- Winter Break

Entrance Requirements

Admission to all programs requires that students meet the following minimum requirements:

- Students must be at least 18 years of age at the time of enrollment.
- Students must be able to understand and participate in instruction delivered in English.

Additional Requirements by Program:

- Protective Driving Operations Certification (PDOC): Students must possess a valid driver's license at the time of enrollment.
- Nevada Armed Security Officer Certification (NASOC): Students must possess a valid PILB registration work card (or submit required PILB application forms) and present a valid Nevada driver's license or government-issued identification on the first day of class.

NEVADA STUDENT REFUND POLICY

NRS 394.449 — Requirements of policy for refunds by postsecondary educational institutions.

Each postsecondary educational institution shall have a policy for refunds which at least provides:

- That if the institution has substantially failed to furnish the training program agreed upon in the enrollment agreement, the institution shall refund to a student all the money the student has paid.
- That if a student cancels his or her enrollment before the start of the training program, the institution shall refund to the student all the money the student has paid, minus 10 percent of the tuition agreed upon in the enrollment agreement or \$150, whichever is less, and that if the institution is accredited by a regional accrediting agency recognized by the United States Department of Education, the institution may also retain any amount paid as a nonrefundable deposit to secure a position in the program upon acceptance so long as the institution clearly disclosed to the applicant that the deposit was nonrefundable before the deposit was paid.
- That if a student withdraws or is expelled by the institution after the start of the training program and before the completion of more than 60 percent of the program, the institution shall refund to the student a pro rata amount of the tuition agreed upon in the enrollment agreement, minus 10 percent of the tuition agreed upon in the enrollment agreement or \$150, whichever is less.
- That if a student withdraws or is expelled by the institution after completion of more than 60 percent of the training program, the institution is not required to refund the student any money and may charge the student the entire cost of the tuition agreed upon in the enrollment agreement.
- If a refund is owed pursuant to subsection 1, the institution shall pay the refund to the person or entity who paid the tuition within 15 calendar days after the date of cancellation, date of termination, last day of an authorized leave of absence if a student fails to return, or last day of attendance of a student, whichever is applicable.
- Books, educational supplies or equipment for individual use are not included in the policy for refund required by subsection 1, and a separate refund must be paid by the institution to the student if those items were not used by the student. Disputes must be resolved by the Administrator for refunds required by this subsection on a case-by-case basis.

For the purposes of this section:

- The period of a student's attendance must be measured from the first day of instruction as set forth in the enrollment agreement through the student's last day of actual attendance, regardless of absences.
- The period of time for a training program is the period set forth in the enrollment agreement.
- Tuition must be calculated using the tuition and fees set forth in the enrollment agreement and does not include books, educational supplies or equipment that is listed separately from the tuition and fees.
- As used in this section, "substantially failed to furnish" includes cancelling or changing a training program agreed upon in the enrollment agreement without offering the student a fair chance to complete the same program or another program with a demonstrated possibility of placement equal to or higher within approximately the same period at no additional cost, or

obtaining the written agreement of the student to the specified changes and a statement that the student is not being coerced or forced into accepting the changes, unless the cancellation or change of a program is in response to a change in the requirements to enter an occupation.

(Added to NRS by 1985, 989; A 1989, 1460; 1995, 325; 2005, 635; 2015, 341; 2021, 517)

3-DAY CANCELLATION POLICY

If a student cancels his or her enrollment before the start of the training program or no later than three (3) days after signing the Enrollment Agreement, the institution shall refund to the student all the money the student has paid. Cancellation may occur when the student provides a written notice of cancellation to the campus. This can be done electronically, by mail, or by hand delivery. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage. The written notice of cancellation need not take any specific form, and however expressed, it is effective if it shows that the student no longer wishes to be bound by the Enrollment Agreement.

ACCOUNT FOR STUDENT INDEMNIFICATION

In an event of a school's discontinued operation or a violation by the institution per NRS 394.383 to NAC 394.560, an account for student indemnification may be used to indemnify a current student or enrollee who has suffered damage as a result of discontinuance of operation or violation by such institution of any provision of NRS 394.383 to 394.560.

STUDENT GRIEVANCE AND APPEALS

Our Academy is dedicated to the fair treatment of and professional conduct with students. This grievance policy applies to all concerns, including but not limited to academics, discrimination, harassment, and conduct.

Students are expected to first attempt to resolve concerns through the school's internal process, which involves:

- Defining the problem.
- Identifying acceptable options for resolution.
- Engaging in good faith discussion with the Nevada Director/School Official.

If the matter is not resolved through this informal process, the following steps must be followed:

Internal Complaint Procedure

- **Written Complaint:** Submit a written complaint to the Academic Director within 10 business days of the incident. Include your name, date, description of the issue, and the resolution you seek.
- **Administrative Review:** The Academic Director will review the complaint and provide a written response within 10 business days.
- **Appeal:** If you are not satisfied with the outcome, you may appeal to the School Director or Officer of the Institution. A final decision will be provided in writing within 15 business days.

Internal Contact Information

Joseph Salvaggio, Academic Director — Academy of Protective Studies

2960 E. Sunset Rd., Suite 125, Las Vegas, NV 89120

Phone: (702) 647-1126 | Email: APS@pfcgoc.com

If necessary, students may escalate complaints to the School Director or Officer of the Institution at the same address and phone number.

External Complaint Procedure

If a complaint cannot be resolved internally, students may file a formal complaint with the Nevada Commission on Postsecondary Education:

Nevada Commission on Postsecondary Education

2800 E. St. Louis Ave., Las Vegas, NV 89104

Phone: (702) 486-7330 | Website: www.cpe.nv.gov

ATTENDANCE POLICY

Attendance is 100% mandatory for all programs. Students must be present for the full duration of each scheduled class session, lab, or range exercise.

Tardiness and early departure are not permitted. Students must arrive on time and remain for the entire scheduled session. A student who arrives late or leaves early will be dismissed from the program and required to re-enroll in a future course.

Students who miss any class time, whether due to absence, tardiness, or early departure, will not receive credit for the program. They must re-enroll and complete the entire program at a later date.

Approved leaves of absence (LOA) may be granted for bereavement or documented medical emergencies. Because attendance is 100% mandatory, the student must re-enroll and restart the program after the LOA.

GRADING SCALE & STANDARDS OF ACADEMIC PROGRESS (SAP)

General Grading Policy

All programs at the Academy of Protective Studies are evaluated on a Pass/Fail basis. To successfully complete a program and receive a Certificate of Completion, a student must:

- Meet the minimum academic or skills-based standard for their enrolled program (see Program Standards table below).
- Achieve the required attendance as outlined in the Attendance Policy.
- Complete 100% of scheduled program hours without absence, tardiness, or early departure in order to receive a Certificate of Completion.
- Complete the program of study within a maximum timeframe (MTF) of one and one-half times the number of hours and weeks required for the specified program of study.

Grades recorded are as follows:

- P – Pass (Meets program requirements)
- F – Fail (Does not meet program requirements)
- W – Withdrawn (Student withdrew prior to completion)
- T – Terminated (Student dismissed for failure to meet SAP or conduct requirements)

Program-Specific Academic Standards

Program	Minimum Standard for Pass
Nevada Armed Security Officer Certification (NASOC)	Minimum score of 75% or higher on written exam and successful weapons qualification.
Protective Security Operations Certification (PSOC)	Minimum score of 90% or higher on written exam.
Protective Driving Operations Certification (PDOOC)	Successful demonstration of required driving skills in practical exercises; satisfactory participation in classroom instruction.
Protective Emergency Casualty Care (PECC)	Demonstrated proficiency in trauma care scenarios and skills exercises; satisfactory participation in all required evolutions.
Residential Security Operations Certification (RSOC)	Satisfactory completion of practical and scenario-based training; demonstration of required protective service procedures.
Covert Operations & Protective Surveillance (COPS)	Satisfactory completion of surveillance, assessment, and intelligence-gathering exercises as evaluated by the instructor.

Monitoring & Evaluation of SAP

- Students are monitored for SAP at the completion of each program.
- Students not meeting the program-specific standards or attendance requirements will be required to retest or make up missed training, as determined by the Director.
- If a student continues not to meet SAP after remediation, they may be terminated from the program, allowed to retake the program in a future class, or granted an appeal, if submitted in writing.

Appeals of SAP Decisions

Students who are dismissed or denied certification for failing to meet SAP may submit a written appeal within 7 calendar days of notification. Appeals must state the reason(s) for the request and include supporting documentation, if applicable.

- Appeals will be reviewed by the School Director and Academic Director.
- Students will be notified of the outcome in writing within 10 business days.
- Approved appeals may allow the student to continue training under probationary status or repeat the program at the next available offering.
- Denied appeals result in dismissal.

STUDENT CONDUCT

Students will be terminated for violating any of the following rules and regulations. All students are expected to act maturely and are required to respect other students and faculty members.

- Any student caught cheating on exams or assignments or committing plagiarism.
- Any sexual misconduct, i.e.: unprofessional advances, vulgar or offensive language, innuendoes, or harassment.
- Disruptive, abusive or unprofessional behavior.
- Any student under the influence or in possession of alcohol, marijuana, or any controlled substances on the Academy's premises.
- Any student having possession of firearms or weapons without express permission of the Academy's authorities due to academic instruction will immediately be removed and disqualified from continuing the course.
- Threat or physical altercation with staff, faculty or another student.

PROGRAM TUITION

Tuition is billed in one payment period per program. The program registration fee is charged when a student begins the program and accepts the terms. The cost for each program is as follows:

Program	Tuition
Covert Operations and Protective Surveillance	\$895.00
Nevada Armed Security Officer Certification	\$150.00
Protective Driving Operations Certification	\$2,150.00
Protective Security Operations Certification	\$2,025.00
Residential Security Operations Certification	\$1,495.00
Protective Emergency Casualty Care	\$795.00

CAREER / PLACEMENT SERVICES

The Academy of Protective Studies offers employment assistance to graduates, consisting of job lead referrals and job skills development. While assisting in your job search, we make no guarantee, expressed or implied, of future employment. Current law prohibits any school from guaranteeing job placement as an inducement to enroll students. The Academy maintains a placement log to track employment assistance and graduate placement outcomes, as required by NAC 394.381(16).

PROGRAM OBJECTIVE, UNITS & HOURS

The Academy of Protective Studies trains students in the protective services field to become entry, intermediate, and advanced level Protective Service Agents. Students will have the opportunity to earn their PILB Armed Guard License, learn to perform trauma care and immediate response, residential security operations, protective services operations, protective pistol skills, protective driving operations, protective agent development, and covert operations & protective surveillance. Upon completion of each of the programs, an Academy of Protective Studies Certification (APSC) is given, and graduates are prepared to enter the security workforce, or continue their progression as private protective services agents. Each program has the following hours of instruction:

Program	Hours
Covert Operations and Protective Surveillance	32
Nevada Armed Security Officer Certification	13
Protective Driving Operations Certification	24
Protective Security Operations Certification	40
Residential Security Operations Certification	32
Protective Emergency Casualty Care	16

Program Requirements

Completion of each of the seven programs listed above results in individual certification(s) for that course.

2026 PROGRAM SCHEDULE

Course Code	Academy Course	Date
PSOC	Protective Security Operations Certification	Aug 10–14, 2026
NASOC	Nevada Armed Security Officer Certification	Aug 24–25, 2026
COPS	Covert Operations Protective Surveillance	Sep 8–11, 2026
NASOC	Nevada Armed Security Officer Certification	Sep 21–22, 2026
PDOC	Protective Driving Operations Certification	Oct 2–4, 2026
PSOC	Protective Security Operations Certification	Oct 5–9, 2026
RSOC	Residential Security Operations Certification	Oct 12–14, 2026
PECC	Protective Emergency Casualty Care	Oct 19–20, 2026
NASOC	Nevada Armed Security Officer Certification	Nov 2–3, 2026
NASOC	Nevada Armed Security Officer Certification	Nov 16–17, 2026
PECC	Protective Emergency Casualty Care	Nov 16–17, 2026
COPS	Covert Operations Protective Surveillance	Nov 30–Dec 3, 2026
NASOC	Nevada Armed Security Officer Certification	Dec 14–15, 2026
PECC	Protective Emergency Casualty Care	Dec 28–29, 2026

You can find the most recently updated schedule at pfcaps.com/course-information/.

ACADEMY OF PROTECTIVE STUDIES PROGRAM DESCRIPTIONS

Covert Operations and Protective Surveillance (COPS)

32 HOURS

From corporate confidentiality to workplace violence to special events, the Protection Agent must be capable of becoming one with the environment, working with and disseminating information as part of a team, all while gathering data through the establishment of exploitable patterns. Upon successfully completing the course the student will understand & identify the varieties of surveillance & intelligence, conduct a covert security assessment of a venue, conduct a covert informational elicitation mission against an unknowing target, conduct a covert site surveillance & logging exercise, conduct a covert security dismounted surveillance of a singular target, conduct a covert security mounted surveillance of a singular target, and conduct a covert security multi-level multidisciplinary surveillance or multiple targets.

Nevada Armed Security Officers Certification (NASOC)

13 HOURS

Upon completion of this course, students will understand and demonstrate to standard the handgun qualification course, legal and civil responsibility of an armed and unarmed security officer, and de-escalation techniques. Students will have and demonstratable knowledge of legal and civil responsibility with proficiency in all areas of instruction, therefore all areas of testing require a minimum of 75% for certification written and weapons qualification. As a weapons protective program, 100% attendance for all classroom and range evolutions is mandatory, and participation is a must.

Protective Driving Operations Certification (PDOC)

24 HOURS

Proper usage of motor vehicles is a critical factor and requirement in executive driving or protective security operations. Safe and proper conduct can make the difference between clients being pleased or dissatisfied at best, or alive or dead at worst. Upon successfully completing the course, the student will comprehend all basic components of a vehicle and how they contribute to the driver's performance, comprehend basic driving physics and mathematics involved in vehicle operations, demonstrate how to properly prepare a vehicle for protective operations, comprehend the foundational principles of protective security driving, comprehend the key components of vehicle operations, comprehend key vehicle performance principles that determine a driver's success, demonstrate a route survey and selection, demonstrate the key components of protective driving surveillance, demonstrate a vehicle inspection and walkaround procedures, demonstrate basic and advanced individual driver skills on a performance track or area, and demonstrate protective driving team tactics, vehicle transfers and driver down takeovers.

Protective Emergency Casualty Care (PECC)

16 HOURS

This program prepares executive protection agents and security professionals to integrate tactical priorities with lifesaving care in both traumatic and medical emergencies. Instruction includes threat-based casualty care principles, application of the MARCH assessment sequence, hemorrhage control, airway and chest trauma management, casualty movement and evacuation, CPR/AED, and emergency response across the age spectrum. Emphasis is placed on hands-on skills training and scenario-based evaluation to ensure competency in real-world environments.

Protective Security Operations Certification (PSOC)**40 HOURS**

This highly academic and practical application-based training course creates a comprehensive and balanced foundation for prospective or current members of protective details. Subject matter comprises the most progressive and relevant doctrine currently available for individuals' seeking instruction in new executive protection practices. Upon successfully completing the course the student will identify modern protective security operations, identify operating procedures and agent conduct during protective details, demonstrate a standard of excellence and professionalism for members of the protective services industry, and identify, train and/or vet potential candidates for Protection Agent employment. Training includes protective services fundamentals, operational planning and preparation, agent responsibilities, equipment and attire considerations, communications, protocol and etiquette, legal considerations and use of force principles, threat recognition and protective intelligence fundamentals, surveillance awareness and counter-surveillance considerations, and the use of technology in support of protective operations. Students will also learn protective movements and formations, arrivals and departures, route planning and route survey concepts, site and venue security considerations, protecting family and associates, security plan development and briefing, and the execution of practical exercises culminating in a field training exercise, a written examination, a final training exercise (FTX), and course debrief.

Residential Security Operations Certification (RSOC)**32 HOURS**

With a mix of academics, case studies, practical application, and scenario training, RSOC students will learn how to be successful in high net-worth family residential settings. This course teaches a modern approach to protective customer service, where client comfort and convenience are balanced with safety and security. This blending of hard skills and soft skills training gives graduates the edge during field operations and client interaction. This is even more important in family/residential environments where many problems must be solved with finesse, expertise, and skilled decision making. Upon successfully completing the course the student will identify modern residential protective security operations, demonstrate operating procedures and agent conduct during protective details, and demonstrate a standard of excellence and professionalism for members of the protective services industry.

New Courses Coming Soon!

American Red Cross First Aid, Naloxone, Anaphylaxis, CPR, AED Adult and Pediatric (ARC)

07 HOURS

This course provides foundational knowledge and practical, hands-on training in first aid, cardiopulmonary resuscitation (CPR), automated external defibrillator (AED) use, and emergency response for medical and traumatic incidents involving adults, children, and infants. Emphasis is placed on the recognition and management of life-threatening conditions, including cardiac arrest, choking, severe bleeding, anaphylaxis, opioid overdose, sudden illness, and environmental emergencies. Upon successful completion of the course, the student will demonstrate the ability to assess emergency situations and apply appropriate care using the CHECK—CALL—CARE framework, perform high-quality CPR and effective AED operations across age groups, manage airway obstructions, control life-threatening bleeding using direct pressure and tourniquet application, and provide appropriate first aid interventions for common injuries and illnesses. Students will also demonstrate proper use of personal protective equipment (PPE), effective communication during emergency scenarios, and the ability to respond confidently and safely in high-stress situations.

Customer Service Excellence for Security Professionals (CSE)

06 HOURS

Upon successful completion of this course, students will understand and demonstrate professional customer service principles within security environments, including communication techniques, professional presence, active listening, service recovery, anticipatory service, and verbal de-escalation strategies. Students will develop the ability to professionally interact with clients, guests, residents, employees, and members of the public while maintaining authority, professionalism, and safety standards. The course includes classroom instruction, guided discussion, scenario-based exercises, and role-play activities designed to reinforce practical application of customer service and communication skills across multiple security disciplines. Successful completion requires active participation and a minimum combined score of 80% on written assessments.