



*Official Volunteer Program  
Colorado Springs Police and Fire Departments  
Office of Emergency Management*

## **CSPD Intern Checklist**

Welcome to the Colorado Springs Police Department. In addition to your unit assignment, the following activities are to be completed during your CSPD internship. Hours count toward your clock hours.

### **Patrol officer ride-along – minimum 2**

Schedule two different shifts, at different locations

#### Steps to take for Officer ride alongs:

- 1) Select the police station location/area for each ride along:
  - o Northeast: Stetson Hills station, 4110 Tutt Blvd
  - o Southeast: Sand Creek station, 4125 Center Park Drive
  - o Northwest: Falcon station, 7850 Goddard Street
  - o Southwest/Downtown: Gold Hill station, 955 W Moreno
- 2) Ask your supervising Sgt to help you schedule officer ridealongs. OR, go to the station location to fill out the required form and indicate your availability.
- 3) Follow the officer's instructions completely; let your supervisor know when completed.

### **Community Service Officer ride-along – based on CSO availability**

#### Steps to take for CSO ride alongs:

- 1) Complete 1 officer ride along before doing a CSO ride along.
- 2) Contact CSO Tricia Taylor to set up your ride along based on CSO availability.  
**Phone:** 719-444-3172      **Email:** [taylorpm@ci.colospgs.co.us](mailto:taylorpm@ci.colospgs.co.us)
- 3) Follow the CSO's instructions completely.
- 4) Contact Jean Kraus, Volunteer Office at 444-7735 when completed.

### **Exit survey**

Done at the completion of internship; sent to you by the Volunteer Office.