Henley-Putnam University Certificate Program

Entrance Requirements

Anyone can take the Entry Level Certificate and all certificates are worth 18 quarter units. The student taking an Entry Level Certificate must pass with a 2.0 GPA in each course.

Only someone who has taken our Entry Level Certificate, or has at least a bachelor's degree may take our Mid Level Certificate and all certificates are worth 18 quarter units. Since the first two of the four courses offered at the Mid Level are a primer for the subject being taught, it is not necessary that the student demonstrate past experience in this field. However, the student taking a Mid Level Certificate must pass with a 3.0 GPA in each course.

Only someone who has taken our Entry Level and Mid Level Certificates or has at least a bachelor's degree may take our Senior Level Certificate and all certificates are worth 18 quarter units. The student taking a Senior Level Certificate must pass with a 3.0 GPA in each course. If the individual has not taken at least our Mid Level Certificate, they must also demonstrate at least one year of related experience in a specific area of relevant study before being allowed to take the Senior Level Certificate (to be determined by Student Services).

PROTECTION RUBRIC

Entry Level Certificate in Executive Protection

HIST 375 History of Executive/Dignitary Protection

PRO 494 Essentials of Executive Protection

CJ 466 Advance Work

PHIL 400 Ethics

Total cost for this certificate, including all fees, books, etc.

\$5,500.00

PROGRAM DESCRIPTION:

This Entry Level Certificate is designed to give the professional in the executive protection field or the student who is considering getting in the field, a firm understanding of why this career is more than just "body-guarding". EP in today's world involves understanding the techniques necessary to prevent an incident, not just how to respond in time of danger. This certificate defines some of the most important issues that anyone in or considering the executive protection profession must consider in order to perform their job more effectively. Finally, this certificate will help facilitate the executive protection professional to better understand the value of advances as well as how to better recognize potential threats in order to implement effective defense measures.

OBJECTIVES:

- Identify essential qualities the security professional, past and present, must possess to better achieve his/her mission.
- Discuss the future of executive/dignitary protection by examining the threat and the relatively inexpensive cost of protection through security contractors.
- Discuss a variety of facts about the means and methods of protecting a person(s)
- Describe various defensive tactics and self defense measures for the protective agent to utilize
- Recognize the methods used to assess potential threats, Illustrate the different complexities associated with advance work.
- Describe the logistical considerations that are included in advance work.
- Discuss and evaluate ethical problem solving
- Recognize how to apply critical elements of the advance when time is limited.
- Recognize the importance of comprehensive advance work plays in the overall relationship with the person being protected.

Mid Level Certificate in Executive Protection

PRO 595	Advanced Protection Operations
PRO 596	Advanced Protection Intelligence
COM 510	Advanced Protocol, Manners, Etiquette
INT 505	Advanced Strategies/Crisis Preparation

Total cost for this certificate, including all fees, books, etc. - \$6,900.00

PROGRAM DESCRIPTION:

This Mid Level Certificate is designed to take the professional who already has some experience in the executive protection field to a level of competency expected by clients and employers. Building on the basics from the Entry Level Certificate and/or the student's current level of experience in this field, this certificate further explains the tools necessary to conduct successful protection operations, including intelligence techniques and crisis preparations germane to protection. Finally, it will give the student a better understanding of relationships and behaviors with clients and those around them.

OBJECTIVES:

- Describe what is meant by "assessing the threat" and the critical role it plays in protective operations.
- Discuss the key factors involved in developing an ethical relationship with the person being protected.
- Describe the levels of dangerousness presented by protective intelligence subjects after proper assessment and investigation has been completed.
- Explain rules of manners and etiquette, dress, protocol, and conduct for situations ranging from everyday business communications to highly formal occasions
- Explain conventions of etiquette and protocol for diplomatic events
- Demonstrate knowledge of protocol and etiquette among US military services.
- Demonstrate the ability to successfully write a sound executable Emergency Management Plan.
- Identify key personnel involved with creating an executable plan
- Demonstrate how knowing the significance of the protective intelligence subject's background, behavior, and motivation plays in the appraisal of a subject, the student will be able to apply what they have learned in order to conduct a proper protective intelligence investigation and provide an assessment of the subject's degree of dangerousness towards a client.

Senior Level Certificate in Executive Protection

PRO 500 Advanced Executive Protection

INT 584 Area Studies Analysis

SOC 510 Terrorists Group Dynamics

MGT 605 Advanced Consequences Management

Total cost for this certificate, including all fees, books, etc.

\$ 6,900.00

PROGRAM DESCRIPTION:

This Senior Level Certificate is designed for the executive protection professional who wants to better understand the skills necessary to develop a more complete and thorough protection package for their clients. The student will learn the value as well as the best techniques for developing information about specific areas or countries as well as get a better understanding of terrorism in today's world. Finally, the student will gain an understanding of the complexities and tasks associated with managing the consequences of terrorist incidents and natural disasters to be better prepared for their protection assignments.

OBJECTIVES:

- •Develop a broader scope of executive protection responsibilities and be able to describe such responsibilities.
- Discuss weaponless defense tactics.
- •Identify and list characteristics of the potentially violent individual.
- Conduct investigative research of open source information for completion of an area study analysis.
- Compare and contrast data to arrive at an accurate assessment of a geographical area's capacity to affect operational capability.
- Identify and explain the psychology, motivation, and behavioral traits that distinguish a foreign or domestic terrorist group.
- Recognize the various behaviors inherent to Terrorist Groups and describe the ways the associated behaviors affect the workings of a Terrorist Group.
- Describe the advantages of common communication and information management systems.
- Describe the key ideas and principles underlying National Incident Management System (NIMS)

INTELLIGENCE RUBRIC

Entry Level Certificate in Intelligence Analysis

ENG 390	Introduction to Critical Thinking & Logic
ENG 330	Writing for Intelligence Professionals
INT 310	Introduction to Analysis
INT 315	Open Source Research

Total cost for this certificate, including all fees, books, etc.

\$ 5,500.00

PROGRAM DESCRIPTION:

This Entry Level Certificate is designed to give the professional in the intelligence analysis field or the student who is considering getting in the field, a more comprehensive understanding of how to employ sound critical thinking when examining and assessing the validity of various arguments and the value of diverse sources of information. Students will learn various techniques for analyzing raw intelligence, evaluating source credibility, distinguishing "signal" from "noise", and testing hypotheses. Finally, students will learn to apply principles of sound research and evaluation to a wide spectrum of source materials, to identify and describe their strengths and weaknesses, and to interpret the material obtained from them properly, while keeping potentially large amounts of information organized and accessible.

OBJECTIVES:

- Demonstrate a systematic approach to critical thinking and explain its concepts and governing rules with regard to the context in which thinking occurs.
- Distinguish between good and bad arguments.
- Distinguish the differences, and similarities, between intelligence writing and writing in other intellectual professions.
- Describe the various audiences for which intelligence professionals write and orally present, and the special demands and requirements of each.
- Demonstrate a solid understanding of the intelligence analysis process in order to successfully apply it in various intelligence production projects.
- Demonstrate Open Source Intelligence methods via field exercises.
- Demonstrate fluency in navigating Open Source Intelligence resources.
- Discuss the value and importance of Open Source Intelligence as it relates to both Foreign National Intelligence and Domestic Intelligence.

Mid Level Certificate in Intelligence Analysis

INT 595	Advanced Intelligence Operations
INT 596	Advanced Intelligence Practicum
INT 550	Advanced Open Source intelligence
INT 525	Counterterrorism Analysis

Total cost for this certificate, including all fees, books, etc. -

\$ 6,900.00

PROGRAM DESCRIPTION:

This Mid Level Certificate is designed for the professional who already has some experience in the intelligence analysis field or the student who has taken the entry level certificate to further learn about the Intelligence Cycle, how intelligence is prepared, and how it is used to inform decision and policy makers. This program will cover matters of intelligence ethics, privacy issues, and changes in the intelligence community in the post-9/11 environment. In this program the student will take the role of terrorist and pick a target for a future terrorist attack and then collect intelligence about that target. And finally, this course will distinguish counter-terrorism (CT) from anti-terrorism (AT)/Force Protection (FP) intelligence, strategic CT intelligence from tactical CT intelligence, and introduce analytical constructs for the field operator and reporter.

OBJECTIVES:

- * Compare and Contrast Intelligence disciplines and illustrate the tradecraft used for each within intelligence operations.
- Describe and contrast analytical products and their value to policy makers in public and private sectors
- Recognize basic methodologies utilized in intelligence analysis, and cite examples of when each model, linking analysis or presentation style would be most appropriate in product development.
- Explain the basic psychology of Intelligence Analysts, and potential cognitive biases.
- Use elicitation techniques to gather information.
- Describe and use All-Source Intelligence analysis.
- Apply the analytical tools used most often in counter-terrorism analysis
- Build and manipulate a matrix to show connections and perform link analysis

Senior Level Certificate in Intelligence Analysis

INT 511 Advanced Analytical Methods

INT 584 Area Studies Analysis

INT 580 Leadership Analysis

INT 581 Political Analysis

Total cost for this certificate, including all fees, books, etc.

\$ 6,900.00

PROGRAM DESCRIPTION:

This Senior Level Certificate is designed for the intelligence analyst professional who wants to better understand the finer points of advanced analysis, including how to present briefings geared to the context of the intelligence customer. The student will learn to codify and unify relevant information into a comprehensive study that will present an accurate and up to date picture of the target region's cultural, political, economic, social, military, geographic, climate, demographic, hydrographic, and historical data that will support strategic, intelligence, and tactical operations by the end user. Further, this course teaches the craft of analyzing leaders, how to review available biographical information in an effort to discern the leader's personality traits and skills, and any available information on the leader's professional record in dealing with a variety of issues. And finally, students will learn how to weigh a variety of factors influencing how a political situation is likely to develop.

OBJECTIVES:

- Apply the analytical tools used to penetrate deception and denial (D&D) operations
- Analyze propaganda for intelligence content
- Compare and contrast data to arrive at an accurate assessment of a geographical area's capacity to affect an area team's operational capability.
- Define the leadership factors
- Describe the impact of the leadership factors, principles, and competencies on organizational behavior
- Use open source intelligence in leadership analysis
- Define remote profiling and describe its implementation through HUMINT operations
- Describe the different points of view in political science: rational choice theory, behavioralism, and the new institutionalism.
- Recognize the different analytical paradigms in modern political science.

COUNTERTERRORISM RUBRIC

Entry Level Certificate in Counterterrorism

HIST 390 Introduction to Terrorism

INT 431 Counterterrorism

INT 396 Terrorists Techniques

ENG 340 Effective Report Writing

Total cost for this certificate, including all fees, books, etc.

\$5,500.00

PROGRAM DESCRIPTION:

This Entry Level Certificate is designed to give the professional in the intelligence analysis field or the student who is considering getting in the field, a more comprehensive understanding of key definitional and conceptual issues to describe terrorists (including the sociological and psychological characteristics of both leaders and members) and identify their methods, including organizational structures, target selection criteria, operational tradecraft, weaponry, etc.. This course examines the strategies, tactics, and techniques used to combat terrorism and will teach students to distinguish conceptually between defensive "anti-terrorism" approaches and offensive "counterterrorism" approaches. They will learn to recognize and describe the securing of financing and weaponry, the criteria used for target selection (symbolic or representative nature, functional importance, and vulnerability), the preliminary surveillance of targets, the role played by the group's active and passive supporters (front groups, etc.), the exploitation of the media and post-facto claiming of responsibility, the avoidance of security force dragnets, and how terrorists react to and prosper from the action's fallout. And most importantly, students are given ample hands-on opportunity to learn, develop, and hone practical report-writing skills used throughout the intelligence community.

OBJECTIVES:

- Distinguish the different types of terrorist motivations including left-wing, right-wing, ethnonationalist, and religious.
- Differentiate terrorism from other forms of violence including political violence, guerilla warfare, insurgency, civil war, unconventional warfare, and crime.
- Describe the historical foundations of terrorism and apply them to modern threats.
- Distinguish between the various methods and philosophies of international counterterrorism.
- Adopt the mindset of a terrorist and engage in an extended revolutionary campaign.
- Demonstrate and hone practical report-writing skills used throughout the intelligence community.
- Identify non-traditional forms of terror (e.g., narco-terror)
- Recognize the political and psychological context in which terrorist techniques take place
- Distinguish between clandestine and semi-clandestine operations

Mid Level Certificate in Counterterrorism

CT 595 Advanced Counterterrorism Operations

CT 596 Advanced Terrorism Studies

INT 525 Advanced Counterterrorism Analysis

SOC 510 Terrorists Group Dynamics

Total cost for this certificate, including all fees, books, etc.

\$ 6,900.00

PROGRAM DESCRIPTION:

This Mid Level Certificate is designed for the professional who already has some experience in the Counterterrorism field or the student who has taken the entry level certificate to further understand the strategies and tactics terrorist groups employ to achieve their aims as well as the role of the international community in defining terrorism, controlling the supply of money and weapons and developing and implementing an active international counterterrorism policy. Students will learn about the diversity of identities and motivations credited with sponsoring or conducting terrorism. Students will discuss current issues surrounding reliability of CT information and dissemination thresholds, and analytical implications of alleged detainee abuse and disinformation campaigns by insurgents. And finally, students in this program will acquire the tools necessary to identify and evaluate the variety of structures of terrorist organizations, from strict hierarchy to diffuse networks, as well as the implications of structure and internal dynamics on terrorist actions and capabilities.

OBJECTIVES:

- Define terrorism and its genesis, stages and characteristic features
- Identify and explain the aims and characteristics of various types of terrorism
- Distinguish the different types of terrorist motivations including left-wing, right-wing, ethnonationalist, and religious.
- Assess and explain the threat from specific types of terrorism including state-sponsored, suicide, and CBRN.
- Apply the analytical tools used most often in counter-terrorism analysis
- Build and manipulate a matrix to show connections and perform link analysis
- Analyze the workings of a Domestic (United States) Terrorist Group in order to classify and distinguish the different dynamics at work in these type of groups.
- Identify and explain the psychology, motivation, and behavioral traits that distinguish a foreign or domestic terrorist group.

Senior Level Certificate in Counterterrorism

PRO 600 Advanced Counterterrorism

INT 517 WMD Terrorism

INT 620 Advanced Domestic Terrorism

SOC 640 Advanced Islamism and Terrorism

Total cost for this certificate, including all fees, books, etc. - \$6,900.00

PROGRAM DESCRIPTION:

This Senior Level Certificate is designed for the intelligence analyst professional who wants to learn to identify known terrorist's organizations, their perceived structure, goals and degree of operational capacity. It will familiarize the students with critical issues being debated about the WMD terrorist threat and place that threat into broader political and strategic context. The course will also discuss various measures for coping with (preventing or responding to) terrorist attacks using WMD. And finally, students will be able to explain and discuss the history, philosophy, political and theological tenets across the modern Islamist movement, with special focus on those segments who have embraced violence.

OBJECTIVES:

- Classify various psychological traits and ideologies into current accepted terrorist classifications illustrating their comprehension of this subject.
- •Synthesize a plan of action either locally, statewide or nationally to increase security against a known or perceived terrorist threat.
- Discuss and analyze key concepts and issues integral to the WMD terrorist threat including terrorist capabilities and motivations.
- Assess and discuss new ways to think about and analyze WMD terrorism.
- Evaluate religion's role in domestic terror.
- Assess emerging Eco-"terrorist" groups that prior to 9/11, were considered the most significant terrorism threats the country faced.
- Identify key philosophical approaches to Islamic modernism and Islamic fundamentalism
- Explain the reasoning behind fundamentalist's rejection of western frameworks to philosophy and governance.
- Identify how Radical Islamist movements justify killing civilians to include other Muslims

DIVERSE RUBRIC

The two certificates recorded below were designed towards a specific need within the communities we serve and, thus, do not lend themselves to an entry, mid or senior level certificate at this time due to the courses we currently have available. Thus, each of the following certificates has its own qualifications requirement similar to all of our other certificates, but none require a previous certificate before admission.

Anyone can take the following two certificates, although it is recommended students have some experience in these fields. Each certificate is worth 18 quarter units and the student must maintain a 2.0 GPA in each course.

Certificate in Security Management

CJ 320	Introduction to the Security Industry
MGT 375	Workplace Violence, Workplace Security
MGT 360	Information Security
ENG 340	Effective Report Writing

Total cost for this certificate, including all fees, books, etc. - \$5,500.00

PROGRAM DESCRIPTION:

This Certificate is designed to give the professional in the Security field or the student who is considering getting in the field, a more comprehensive knowledge of the security industry in the last half of the 20th century and an understanding of its scope and growth. Students will learn how to develop safe discipline and termination methods, the management of violent and potentially violent incidents, and the role of security personnel in their efforts to protect employees. Students taking this certificate will be able to identify the dangers and opportunities presented by information warfare. And most importantly, students are given ample hands-on opportunity to learn, develop, and hone practical report-writing skills used throughout the security community.

OBJECTIVES:

- Apply the knowledge of the historical development of security to better understand the challenges of today and then be able to show how these historical developments can be utilized to predict the future.
- •Discuss the myths and truths about the workplace violence "epidemic"
- Discuss concepts, principles and standards for designing and implementing secure operating systems and networked systems
- Demonstrate practical report-writing skills used throughout the security community.

- View security as a discipline and thus show how to distinguish the differences between the roles of law enforcement and private security.
- Identify the concepts and methods of risk mitigation and security resources to then organize and manage a security function.
- Summarize where and how to access additional information about security practices, related trade or professional organizations, service and product providers, education, regulations and certifications.
- Identify and respond to internal, as well as external, threats they may encounter in a specific environment.
- List countermeasures for theft or compromise of information assets, terrorism potentials, as well as threats to executive personnel where consideration is given to executive protection.

<u>Certificate in Intelligence Collection</u>

INT 300	Introduction to Intelligence
INT 476	Intelligence Collection
INT 315	Open Source Research
INT 401	Elicitation and Debriefing

Total cost for this certificate, including all fees, books, etc.

\$ 5,500.00

PROGRAM DESCRIPTION:

This Certificate is designed to give the professional in the intelligence collection field or the student who is considering getting in the field, a more comprehensive understanding of the overt and covert intelligence requirements and reporting, intelligence-specific vocabulary, and the breadth and complexity of the U.S. Intelligence Community today. This certificate provides the student with an overview of surveillance, including the background and history of contemporary surveillance devices, proper procedures for using surveillance devices for intelligence gathering, and basic use of surveillance. Students will learn to apply principles of sound research and evaluation to a wide spectrum of source materials, to identify and describe their strengths and weaknesses, and to interpret the material obtained from them properly, while keeping potentially large amounts of information organized and accessible. And finally, students will learn to explain the differences between interrogation and elicitation and to conduct effective debriefing, cross examination, and related questioning skills.

OBJECTIVES:

- Develop an understanding of the role of intelligence analysis, and intelligence products, customers, etc.
- Differentiate positive intelligence collection from counterintelligence and the security of information.

- Examine the effects of surveillance and its importance to the intelligence community
- Describe basic uses of surveillance
- Describe and implement surveillance techniques
- Demonstrate Open Source Intelligence methods via field exercises.
- Discuss the difference between interview and interrogation and a general overview of the process.
- Discuss the principles of the interpretation of verbal and nonverbal behavior.
- Discuss the significance of choosing the right approach, as well as preparation and strategy.

The following two certificates are more exclusive and can only be taken by individuals who have demonstrated sufficient experience and understanding in these fields against the following criteria:

A Masters Degree and at least one year of associated experience A Bachelor's Degree and at least two years of associated experience An AA, or AAS Degree and at least three years of associated experience No degree and at least five years of associated experience.

Each certificate is worth 18 quarter units and the student must maintain a 3.0 GPA in each course.

Certificate in Strategic Intelligence

INT 560	Strategic Intelligence
INT 570	All-Source Intelligence
INT 551	Intelligence Team Management
INT 680	Operational Concepts and Planning (Targeting)

Total cost for this certificate, including all fees, books, etc. - \$6,900.00

PROGRAM DESCRIPTION:

This Certificate is designed for the student who wants to be able to describe and explain the role strategic intelligence plays in United States foreign policy from both a historical and contemporary perspective. In this certificate the student will look at several means of collecting and analyzing multidiscipline information, but remain focused on the need and ability to SYNTHESIZE all of this data, however collected, into objective and cohesive All Source products. Students will learn how to maintain group productivity and cohesion in situations where different people or groups must be able to keep information (or perhaps even their existence) secret from each other ("compartmentalization"). And finally, this course will teach students how to prepare target packages on personnel and inanimate targets for use in military, national, and competitive intelligence sectors, to evaluate target packages to predict future threat activities, and to provide cogent recommendations to decision makers based on target packages.

OBJECTIVES:

Upon completion of this certificate, students will be able to:

- Differentiate between strategic, operational, and tactical intelligence
- Identify the advantages and pitfalls of various predictive analysis techniques.
- Demonstrate an understanding of the challenges which multi-generational analysts who support counter terrorism collection and law enforcement units might pose for their management
- Prepare target packets for personnel and inanimate targets for use in military, national, and competitive intelligence sectors
- Assess the legal and cultural challenges to information sharing between these by identifying legal constraints and historical miscues.
- Identify the advantages and pitfalls of various predictive analysis techniques.
- On a micro level, discuss confidently the challenges facing team supervisors within the intelligence community and corporate intelligence units today.
- Compare or contrast the role of Intel' manager in the public and private sectors.

Certificate in Intelligence and Terrorism Profiling

INT 576	Analyzing the Terrorist Mind
SOC 570	Cults and Charismatic Leaders
SOC 510	Terrorism Group Dynamics
INT 502	Vetting

Total cost for this certificate, including all fees, books, etc. -\$ 6,900.00

PROGRAM DESCRIPTION:

This Certificate is designed for the student who wants to be able to describe and explain terrorism and terrorism dynamics in order to provide better counterterrorism techniques and prevention strategies. This certificate will explore and assess various characteristics, some of them mental that may explain this behavior as well as delve into de-humanization factors that affect these individuals. This certificate will also address behavior and verbal signs the student can learn to assist in predicting dangerousness. Students taking this certificate will be able to explain and discuss the nature of charismatic leadership. Students will acquire the tools necessary to identify and evaluate the variety of structures of terrorist organizations, from strict hierarchy to diffuse networks, as well as the implications of structure and internal dynamics on terrorist actions and capabilities. And finally, this certificate teaches how vetting is conducted, and how the reliability of a source is established, quantified, reported, and verified.

OBJECTIVES:

- Identify psychological and sociological characteristics of terrorists
- List the triggering mechanisms that can incite a cultic community to turn to violence.
- List the different personality types of people who join cults and the differing methods used to attract them.
- Analyze the workings of a Domestic (United States) Terrorist Group in order to classify and distinguish the different dynamics at work in these type of groups.
- Recognize the various behaviors inherent to Terrorist Groups and describe the ways the associated behaviors affect the workings of a Terrorist Group.
- Assess the core principles involved in vetting HUMINT sources for exploitation.
- Demonstrate the process needed to conduct a sound vetting plan through consequence and risk management analysis.
- Differentiate between the subjectivity of human bias (the "Art") and the objectivity of psychology and precedence (the "Science") of vetting methodologies.