

**Course Outline**

**COURSE:** JLE 202                      **DIVISION:** 50                      **ALSO LISTED AS:**

**TERM EFFECTIVE:** Spring 2021                      **CURRICULUM APPROVAL DATE:** 12/8/2020

**SHORT TITLE:** FINANCIAL CRIMES

**LONG TITLE:** Financial Crimes

<u>Units</u>	<u>Number of Weeks</u>	<u>Type</u>	<u>Contact Hours/Week</u>	<u>Total Contact Hours</u>
1	18	Lecture:	.5	9
		Lab:	1.73	31.14
		Other:	0	0
		Total:	2.23	40.14

**COURSE DESCRIPTION:**

This course is designed for investigators responsible for a variety of financial crimes. This course provides investigators with specialized training handling crimes related to check and credit card fraud, real estate fraud, and a variety of internet scams. This course will also provide training on technology used to commit crimes and technology available to solve crimes. **PREREQUISITE:** Basic Police Academy; JLE 100.

**PREREQUISITES:**

JLE 100

**COREQUISITES:**

**CREDIT STATUS:** C - Credit - Degree Non Applicable

**GRADING MODES**

L - Standard Letter Grade

P - Pass/No Pass

**REPEATABILITY:** N - Course may not be repeated

**SCHEDULE TYPES:**

02 - Lecture and/or discussion

03 - Lecture/Laboratory

04 - Laboratory/Studio/Activity

## **STUDENT LEARNING OUTCOMES:**

By the end of this course, a student should:

1. Identify the parts of a check and utilize this information in a check fraud investigation including obtaining information from financial institutions, determining criminal violations, and preparing evidence.
2. Identify law violations associated with real estate fraud and specific considerations regarding crimes against the elderly and dependent adults.
3. Identify crimes constituting identity theft and demonstrate the ability to obtain necessary information and evidence for financial crimes investigations cases, as well as techniques used to commit various types credit card fraud such as account takeovers, unauthorized transactions, and skimmed credit cards.

## **CONTENT, STUDENT PERFORMANCE OBJECTIVES, OUT-OF-CLASS ASSIGNMENTS**

Curriculum Approval Date: 12/8/2020

### **LECTURE CONTENT:**

Content:

#### **I. Welcome/ Registration/ Introductions (.5 hours)**

- A. Orientation of Course
- B. Student Introductions

Content:

#### **II. Check Fraud Investigation (8.5 hours)**

##### **A. Parts of a check**

1. Maker
2. Payee
3. Dollar amount in numbers and words
4. Drawee Bank
5. MICR (Magnetic Ink Character Recognition) line
6. Memo line

##### **B. Five Points of Negotiability**

1. Bank name and account number
2. Date
3. Payee
4. Dollar amount in numbers and words
5. Signature

##### **C. Parts of a Check**

1. Endorsement
2. Bank of First Deposit (BOFD) "spray"
- D. Additional Stamps and Endorsements

##### **1. Teller Endorsements**

##### **2. Drawee Bank Endorsements**

##### **E. Types of Checks/Ownership**

1. Personal
2. Business
3. Government
4. Bank Issued
5. Automated Clearing House electronic transactions
6. Drafts
7. Travelers cheques

## F. Additional Bank Terms

1. Debit
2. Credit
3. Posting Date
4. Returned Item
5. Signature Cards

## G. Bank Secrecy Act

1. Currency Transaction Reports
2. Suspicious Activity Reports
3. Monetary Instruments

## H. Check 21

1. Substitute Checks
2. Electronic image processing

## I. Bank Records

1. Statutory time limits
2. Housed in multiple locations

## J. Check Fraud Checklist

1. Available information

## K. Elderly and Dependent Adult Considerations

1. 368 (d) PC
2. Elder Support

## LAB CONTENT:

Because of the integrated nature of the lab/lecture method of instruction, the content for both lecture and lab are infused in all subjects.

Content:

### III. Credit Card Fraud Investigation (8 hours)

#### A. Types of Credit Card Fraud

1. Unauthorized credit card transactions
2. Account take overs
3. Bust-outs
4. Skimmed credit cards

#### B. Types of Cards

1. Credit Cards
2. Charge Cards
3. Debit Cards

#### C. Players in a Credit Card Transaction

1. Cardholder
2. Merchant
3. Acquirer
4. Card Association
5. Issuing Bank

#### D. Victim of Credit Card Fraud

1. Applicable Penal Code Violations
2. Cardholder
3. Merchant
4. Acquirer/ Third Party Processor
5. Card Association

- 6. Issuing Bank
- E. Card Security Features
  - 1. VISA
  - 2. MasterCard
  - 3. American Express
  - 4. Discover Card
  - 5. Other Card Types
- F. Bank Statements
  - 1. Generated Monthly
  - 2. Provide a picture of a victim's spending pattern
- G. Bank Records
  - 1. Statutory time limits
  - 2. Housed in multiple locations
- H. Changes to the Credit Card Industry
  - 1. Unauthorized Transactions Review
  - 2. Multiple Access Cards Found
- J. Elderly Dependent Adult Considerations
  - 1. 368(d) PC
  - 2. Elder Support
- Content:
- IV. Analyze the flow of a Real Estate Transaction (7 hours)
  - A. Involved Parties
    - 1. Seller
    - 2. Purchaser
    - 3. Real Estate Agent/ Broker
    - 4. Mortgage Company
    - 5. Escrow Company
    - 6. Title Company
    - 7. Mortgage Servicer
  - B. Documentation
    - 1. County Records
    - 2. Document Locations
  - C. Types of Real Estate Fraud
    - 1. Forged Documents
    - 2. Occupancy fraud
    - 3. Silent Deeds
    - 4. Loan Fraud
    - 5. Equity skimming
    - 6. Short Sale Fraud
  - D. Law Violations
    - 1. Penal Code Sections
    - 2. Government Code Sections
    - 3. Civil Code Sections
  - E. Elderly and dependent adult considerations
    - 1. 368 (d) PC
    - 2. Elder/ Dependent Adult Support
- Content:
- V. Internet Fraud Investigation (8 hours)

- A. Internet Devices
    - 1. Cellular Phones
    - 2. Tablets
    - 3. Computers and Peripherals
  - B. Accessing the Internet
    - 1. Dial Up
    - 2. DSL (Digital Subscriber Line)/ Cable
    - 3. Fiber Optic Connections
    - 4. Virtual Private Network
    - 5. Cellular
  - C. Information captured when accessing the internet
    - 1. Network adapters
    - 2. IP Address
    - 3. Internet Browser Information
  - D. Internet Crimes
    - 1. Identity Theft
    - 2. New Account Opening
    - 3. Unauthorized credit card use
    - 4. Work at home scams
    - 5. Email Phishing
  - E. Voice Over IP (VOIP)
    - 1. Callers demanding money
    - 2. Technology
  - F. Elderly and Dependent Adult Considerations
    - 1. 368(d) PC
    - 2. Elder/ Dependent Adult Support
- Content:
- VI. Financial Crimes Investigations Case (7 hours)
    - A. Proceeding with an investigation
      - 1. Victim
      - 2. Victim Participation
      - 3. Evidence Availability
    - B. Private Sector Support
      - 1. Financial Institutions
      - 2. Professional Associations
      - 3. Real Estate Agents/ Escrow Companies
    - C. Obtaining Information Without a Search Warrant
      - 1. Search Warrant
      - 2. State Laws requiring release of information
      - 3. Financial Crimes Enforcement Network (FinCEN)
    - D. Federal Agency Assistance
      - 1. Federal Bureau of Investigation
      - 2. US Secret Service
      - 3. US Postal Inspection Service
      - 4. US Marshall's Service
    - E. District Attorney's Office
      - 1. File Case
      - 2. Update the D.A. with progress

- 3. Laying Foundation for Evidence
- F. Law Violations
  - 1. Appropriate violations
  - 2. State filing vs Federal filing
- G. Elderly and Dependent Adult Considerations
  - 1. 368 (d) PC
  - 2. Elder/ Dependent Adult support

Content:

- VII. Conclusion (1 hour)
- A. Case Reviews/ Assessment
  - 1. Learning Points
  - 2. Disposition
  - 3. Evaluation
- B. Course Evaluations
- C. Closing Remarks

**METHODS OF INSTRUCTION:**

Skills Demonstration, Lecture, Scenario Training

**OUT OF CLASS ASSIGNMENTS:**

Required Outside Hours: 18

Assignment Description:

Read and review Instructor handouts regarding Check Fraud, Credit Card Fraud, Internet Fraud and Financial Crimes Investigations.

Review Penal, Government and Civil Code sections

Read Student manual, Resource Manual for Prosecutors and Investigators

Read Student manual, Identity Theft Reference Manual for California Law Enforcement

Read Instructor handout, National Institute of Justice Special Report: Investigations Involving the Internet and Computer Networks

Read Student manual, Search Warrant Manual

Read Student manual, The Fraud Guide

**METHODS OF EVALUATION:**

Writing assignments

Percent of total grade: 25.00 %

Investigative reports on scenarios to be graded using POST standards by POST instructor.

Problem-solving assignments

Percent of total grade: 25.00 %

Scenarios and group activities on Credit Card Fraud Investigation to be graded by POST instructor.

Skill demonstrations

Percent of total grade: 50.00 %

Skills demonstration, Scenarios, and group activities to be graded by POST instructor.

**REPRESENTATIVE TEXTBOOKS:**

Verified by: Doug Achterman. Instructor Handouts.

**Recommended Other Texts and Materials**

Student manual- 2015 edition (Current) Search Warrant Manual Los Angeles County District Attorney's Office Robert Schirn and Richard Chrystie Reading level of text, Grade 12th Verified by: Doug Achterman  
Student manual- 9th edition (2019) The Fraud Guide Reading level of text, Grade 12th Verified by: Doug Achterman

**ARTICULATION and CERTIFICATE INFORMATION**

Associate Degree:

CSU GE:

IGETC:

CSU TRANSFER:

Not Transferable

UC TRANSFER:

Not Transferable

**SUPPLEMENTAL DATA:**

Basic Skills: N

Classification: Y

Noncredit Category: Y

Cooperative Education:

Program Status: 2 Stand-alone

Special Class Status: N

CAN:

CAN Sequence:

CSU Crosswalk Course Department:

CSU Crosswalk Course Number:

Prior to College Level: Y

Non Credit Enhanced Funding: N

Funding Agency Code: Y

In-Service: N

Occupational Course: C

Maximum Hours:

Minimum Hours:

Course Control Number: CCC000568864

Sports/Physical Education Course: N

Taxonomy of Program: 210550