



# MISSISSIPPI

## PEACE OFFICER STANDARDS & TRAINING

### INSTRUCTOR APPLICATION

SEE INSTRUCTIONS ON LAST PAGE

Name: \_\_\_\_\_ Rank/ Title: \_\_\_\_\_  
Last First Middle

Date of Birth: \_\_\_\_\_ SSN: \_\_\_\_\_  
Month / Day / Year

Agency/ Department: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Post Office Box or Street City Zip Code

Are you now or have you ever been a certified law enforcement officer in MS? Yes \_\_\_ No \_\_\_

I am requesting: \_\_\_ New Certification \_\_\_ Renewal of Certification \_\_\_ Certification in an Additional Subject Area

#### I. Education and Experience

Please indicate your education and experience by checking one (1) of the following and attaching a copy of your highest diploma/degree.

- High school graduate & 5 or more years experience.
- Two years college & 3 or more years experience.
- BS or BA Degree and 1 or more years experience.
- Specialized instruction (academy director's request)

If none of the above are checked, you do not meet the requirements for instructor certification as stated in the BLEOST Policy and Procedures Manual, Instructor Certification, Section III.

Please list your criminal justice employment/experience within the last 5 years.

Agency: \_\_\_\_\_

Rank/ Position: \_\_\_\_\_ Date of Employment: \_\_\_\_\_ to \_\_\_\_\_

(If more space is required, please attach an additional 8.5" x 11" sheet of paper.)

#### II. General Subject

BLEOST certification in this area only recognizes the applicant's general knowledge of training and instruction. Subject matter competency based on experience, education and training is endorsed by the director of a board-approved training academy, then forwarded to BLEOST for its consideration.

Please check all general subject areas you are requesting instructor certification for on this application. Attach documentation of training and experience for each general subject area for which you have requested certification.

##### Patrol Operations

- A. Reporting
- B. Human Relations

##### Basic Criminal Investigation

- C. Crime Scene & Forensic Service
- D. Basic Investigative Matters

##### Traffic

- E. Rules of the Road
- F. Accident Investigation
- G. Traffic Controls and Roadblocks
- H. Intoxilizer
- I. Radar

##### Basic Law for Law Enforcement Officers

- J. Evidence, Arrest, Search & Seizure
- K. MS Criminal Statute
- L. Juvenile Law and Procedure
- M. Civil Liability and Use of Force

##### Mechanics of Arrest

- N. Officer Survival and Crisis Intervention Techniques
- O. Impact Weapon Techniques

- A. Do you hold professional credentials (excluding BLEOST professional certification) recognized by the BLEOST?  
Yes \_\_\_ No \_\_\_
- If yes, attach copy of degree, license, professional credentials or other documentation. If no, proceed to questions "B" and "C".
- B. Have you completed a BLEOST 40 hour instructor techniques course or an approved equivalent?  
Yes \_\_\_ No \_\_\_ If so, attach the appropriate certificates.
- C. Have you completed an instructor internship of at least two (2) hours in length with your nomination official?  
Yes \_\_\_ No \_\_\_ If yes, attach a copy of the appropriate documentation. If no to questions "B" or "C", you do not meet the requirements for instructor certification as stated in the BLEOST Policy and Procedures Manual, Instructor Certification, Section III.

**Note: Only subjects listed in the following portion of the application require BLEOST instructor certification.**

### III. Designated Special Subjects

BLEOST certification is required to instruct each of these subject areas and is awarded upon documentation of specific training or education. For each of these subjects you must answer "yes" to at least one (1) question in order to receive certification in that subject area.

A. Basic Law for Law Enforcement Officers

Do you have a law degree and criminal justice experience? Yes \_\_\_ No \_\_\_ If yes, attach a copy of degree, transcript, diploma, or bar membership and attestation of experience.

Do you have substantial legal training and experience in the practical application of law?

Yes \_\_\_ No \_\_\_ If yes, attach documentation of training and attestation of experience.

B. Firearms

Have you completed an acceptable law enforcement firearms instructor course?

Yes \_\_\_ No \_\_\_ If yes, attach copy of certification.

C. Police Driving

Have you completed an acceptable police driving instructor course? Yes \_\_\_ No \_\_\_ If yes, attach copy of certification.

D. Emergency Medical Procedures

Have you completed an acceptable emergency medical system instructor's course?

Yes \_\_\_ No \_\_\_

Are you currently registered by the American Red Cross or other agency as an instructor for first aid and/or cpr?

Yes \_\_\_ No \_\_\_ If yes to either question, attach copy of certificate(s).

E. Defensive tactics

Have you completed an acceptable law enforcement defensive tactics instructor course?

Yes \_\_\_ No \_\_\_

Do you have substantial training and experience in teaching defensive tactics?

Yes \_\_\_ No \_\_\_ If yes to either question, attach documentation of training, attestation of experience and a letter from the academy director indicating demonstrated instructional competency.

F. Physical conditioning

Have you completed an acceptable law enforcement physical conditioning instructor course?

Yes \_\_\_ No \_\_\_

Do you have substantial training and experience in teaching physical conditioning?

Yes \_\_\_ No \_\_\_ If yes to either question, attach documentation of training, attestation of experience, and letter from the academy director indicating demonstrated instructional competency.

### IV. Renewal of Certification

1. Have you conducted training in your certified area(s) of instruction in a board-approved curriculum during the previous certification period? Yes \_\_\_ No \_\_\_ If yes, attach documentation. If no, you do not meet the requirements for instructor re-issuance as stated in the BLEOST Policy and Procedures Manual, Instructor Certification, Section III.
2. Have you provided documentation of continuing knowledge in the requested area of re-certification? Yes \_\_\_ No \_\_\_ If yes, attach documentation.

# APPLICANT'S AFFIDAVIT

I hereby testify that all the information contained in this application and the copies of all materials and certificates that I have furnished with this application are true and correct. I have met the requirement as stated in the BLEOST Policy and Procedures Manual, Instructor Certification, Section III. I also affirm that I am a citizen of the United States, by birth or naturalization, that I have never been convicted of a felony or a misdemeanor involving moral turpitude, that my discharge (if any) from the armed forces was under honorable conditions and that I am of good moral character. I understand that any misrepresentation of information on this application is cause for revocation.

Signature of Applicant

Date of Application

## BELOW TO BE COMPLETED BY THE ACADEMY DIRECTOR

I have reviewed the credentials and evaluated the instructional abilities of this applicant as required in the BLEOST Policy and Procedures Manual, Instructor Certification, Section III, and recommend certification as an instructor. If this is an application for renewal, this applicant has documented instructional activity of BLEOST certified programs during his current period of certification. I am satisfied with the continuing knowledge of this individual in the area(s) of re-certification. I understand it is my responsibility to utilize this instructor only in the areas of his/her expertise and provide stewardship of his/her certification.

Academy Director's Signature

Date

Name of Academy

## INSTRUCTIONS

Please read these instructions before completing the instructor application. All documentation of education, training and experience should be attached to insure speedy process of your request. Return to the address below.

**Type or print in ink when completing this form.**

1. Record your full name, title, date of birth and social security number, your employer (the organization that you are employed with, not the organization you will be teaching for, unless they are one and the same), and the agencies mailing address and telephone number.
2. Check whether or not if you have ever been a certified law enforcement officer in Mississippi.
3. Check new certification, if you have never been issued an instructor certificate by the Board on Law Enforcement Officer Standards and Training (BLEOST). If you have previously held an instructor certificate issued by BLEOST check Renewal of certification. If you currently hold an instructor certificate issued by BLEOST and wish to have certification in additional areas check Certification in an additional subject area.
4. Indicate the highest level of education and experience you have achieved (attach documentation of education and experience). If none are applicable, you do not meet the education and experience requirement for BLEOST instructor certification.
5. Check the subjects that you desire the BLEOST to recognize as your area if instructor certification. Also, provide any documentation as to your qualifications or knowledge in the requested subject areas.
6. Provide the requested information asked in questions "A", "B" or "C". Question "A" applies to applicants that hold professional credentials other than BLEOST issued certificates (e.g., attorneys, state certified teachers, certified public accountants, etc.). Provide copies of professional membership cards, certificates, etc. if you have checked "yes" to this question. If you do not qualify under question "A" then you must qualify under both questions "B" and "C". Provide a copy of the Board-approved instructor-development or techniques course you attended, and a copy of your "Instructor Evaluation" form.
7. Instructor certification in a designated special subject area has specific requirements for each subject area. If you do not meet the stated requirement and are not able to document the training, certification will not be issued in the area.
8. The renewal of instructor certification will require that an instructor provide documentation of instruction in Board-approved training programs during the previous three (3) year period for which the expiring certificate was issued. This can be shown by a letter from the academy director or a copy of the training schedule. Instructor renewal will also be based on the continued education of the instructor in the area of requested renewal.
9. This form must be signed and dated by the head of the agency, or the form must be signed and dated by someone with the authority to do so. If the later is the case, then we must have a letter, on file at this office, stating specifically who has such authority. This letter will have to be authorized by the head of the agency.
10. Once completed, signed and dated return to the address below.

MS Dept. of Public Safety/Div. Of Public Safety Planning/  
**Office of Standards and Training**  
1025 North Park Drive  
Ridgeland, MS 39157

Telephone (601) 977-3777; Facsimile - (601) 977-3773