

SECTION A – CURRENTLY CERTIFIED AS A....

(Police Officer, Correctional Officer, Correctional Institutional Staff, Other)

SECTION B – EDUCATION

High School Diploma _____

School Name

Location

Or GED or Recognized State Board of Education Diploma

School Name or Military GED Test Scores

Location

SECTION C – EXPERIENCE:

C1 Public Safety or Criminal Justice Community, at least 2 years experience

Employer(s)

Date(s)

(For Correctional Firearms, 5 years experience and 2 years in a position of carrying a firearm)

C2 Criminal Justice Employee with responsibilities which involved defensive tactics at least 2 years

Employer(s)

Date(s)

C3 At least 2 years experience operating an emergency vehicle

Employer(s)

Date(s)

SECTION D – GENERAL INSTRUCTOR & DEVELOPMENT TRAINING (Train the Trainer)

Basic or Enhanced Instructor Certification Course Approved by MPCTC

Conducted by: _____

Date

MPCTC Course Approval #

If waiver of alternative training is requested, see Waiver Section – I

SECTION E – INSTRUCTOR CERTIFICATION TRAINING

E1 Firearms Instructor Training Course (Law Enforcement: within 2 years of this application, Corrections within 4 years of this application)

Conducted by _____

Date

MPCTC Course Approval #

If waiver of alternative training is requested, see Waiver Section – I

E2 EVOC Instructor Training Course (within 5 years of this application)

Conducted by _____

Date

MPCTC Course Approval #

If waiver of alternative training is requested, see Waiver Section – I

E3 Defensive Tactics Instructor Training Course (within 5 years of this application)

Conducted by _____

Date

MPCTC Course Approval #

If waiver of alternative training is requested, see Waiver Section – I

SECTION G – WEAPON QUALIFICATION

Weapon Qualification – **Correctional Officers** MUST fire the instructor course from COMAR 12.10.04.28 (revolver) .29 (pistol) .30 (shotgun). **Law Enforcement** officers need to shoot an approved course. The scores are to be within 60 days of this application and scored by a Certified Firearms Instructor with a score of 90% or better

WEAPON	SCORE	DATE
Revolver		
Semi-Auto Pistol		
Type 1 Rifle – (Counter Sniper)		
Type 2 Rifle – (Scoped but NOT Sniper)		
Type 3 Rifle – (Rifle, Mini 14 or Sub Machine Gun)		
Type 4 Rifle – (Shotgun)		

SECTION H – ELECTRONIC CONTROL DEVICE

Attach a certificate of completion AND a syllabus of the E.C.D. Instructor Training Program the applicant attended.

List the Electronic Control Device(s) you are qualified to teach:

Manufacturer _____	Model _____
Manufacturer _____	Model _____
Manufacturer _____	Model _____
Manufacturer _____	Model _____
Manufacturer _____	Model _____

SECTION I - WAIVER

Waiver requested for Section (s): _____
Attach documentation justifying waiver and alternative experience, training, evaluation, etc.
Refer to COMAR regulations for specific waiver requirements and required documentation.

SUBMISSION ENDORSEMENTS

The information provided in this Application For Instructor Certification is true to the best of my knowledge and is supported by documents submitted by this agency. The applicant named herein is in full compliance with the regulations of the Maryland Police Training Commission and / or the Maryland Correctional Training Commission as they pertain to their position and responsibilities.

Signature of Applicant _____ Date _____ E-mail address _____

Agency Representative Name and Title (printed) _____ Telephone # _____ E-mail address _____

Agency Representative Signature _____ Date _____

**Submit Application and supported documentation (evaluations, certificates of completion, etc.) to:
Maryland Police and Correctional Training Commissions, Certification Unit, 6852 4th Street, Sykesville,
Maryland, 21784, Fax 410-875-3405, E-mail certification@pctc.state.md.us.**