



Idaho Peace Officer Standards and Training

700 South Stratford Drive, Meridian, Idaho 83642-6202



Brad Johnson
Division
Administrator

Jil Nichols
Deputy Division
Administrator

APPLICATION FOR HIGHER CERTIFICATION WORKSHEET

To ensure applicant meets the minimum standards as outlined in the POST Council Administrative Rules and to avoid a delay in the issuance of the certification, please complete this worksheet before applying.

Name: _____

Higher Level Certification Minimum Requirement Breakdown

Education: _____ Bachelor Degree

_____ Associate Degree

_____ Number of college credits if applicant doesn't hold a degree

Note: 1 semester college credit = 20 POST training hours. Credits must be from a regionally accredited college.

If military law enforcement training is to be counted towards education and experience, please see [Military Law Enforcement Credit Application](#).

Training: _____ POST Training Hours to Date (POST Profile available through agency admin.)

If applying for a Supervisor, Management, or Executive level certificate, please list 50 hours of qualifying level courses completed within the last three years of your application date.

(Ex. Supervisor 600+ level courses, Management 700+, Executive 800+)

Course Number	Title of Course	Date	Hours

Experience: _____ Years of full-time, relevant discipline experience. (IDAPA 11.11.01.071)

Note: Part-time and/or reserve experience **are not** included in years of experience.

Phone: (208)884-7250 | (866)670-7678
post.idaho.gov | contactus@post.idaho.gov

CONVICTIONS INCLUDE WITHHELD JUDGMENTS, BOND FORFEITURES, DISMISSED OR EXPUNGED CHARGES OR CONVICTIONS LATER SET ASIDE. (See IDAPA 11.11.01.10.09 for Conviction Definition)

Provide an explanation, police records and court documents for each charge not previously disclosed to POST. Use a separate sheet(s) as necessary. Additional charges can be listed on attached sheet(s). Provide printed name, signature and date completed on sheet.

LIST ALL MISDEMEANOR DUI CONVICTIONS IN THE FIVE (5) YEARS PRIOR TO APPLICATION.

Approximate Date	Police Agency	Charge	Previously disclosed to POST
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

LIST ALL MISDEMEANOR CONVICTIONS FOR SEX CRIME(S) OR CRIMES OF DECEIT NO MATTER HOW LONG AGO THEY OCCURRED. (See IDAPA 11.11.01.010.12 for Crimes of Deceit)

Approximate Date	Police Agency	Charge	Previously disclosed to POST
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

LIST ALL OTHER MISDEMEANOR CONVICTIONS IN THE FIVE (5) YEARS PRIOR TO APPLICATION.

Approximate Date	Police Agency	Charge	Previously disclosed to POST
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

LIST ALL FELONY CONVICTIONS RECEIVED SINCE TURNING 18 YEARS OLD.

Approximate Date	Police Agency	Charge	Previously disclosed to POST
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

V. ATTESTATION

Under Idaho law, in accordance with Sections 18-3201, 18-3202 and 18-3203 of the Idaho Code, it is a crime for any public officer, law enforcement officer or person to falsify an official governmental or public record, or provide any false or forged instrument to be filed, registered or recorded in any public office within the state.

I have read the above statement, and I understand that falsifying required information, by commission or omission, will be grounds for denial/revocation of any certification regulated by the Idaho Peace Officer Standards and Training Council. Falsifying required information may be grounds for the filing of criminal charges against me.

***Applicant must physically sign application.**

Applicant's Signature

Date

VI. RECOMMENDATION OF AGENCY HEAD

Legal responsibility to vet criminal/traffic history for the applicant during the application process is the responsibility of the employing agency. The POST Council authorizes the issuance of a certification, and considers the certification as valid based upon the information provided by the agency. The POST Council considers this or any other certification issued by POST based on information which is falsified, inaccurate, or incomplete for any reason to be invalid pursuant to the Idaho Code 19-5109.4(b)

I understand the applicant must meet the minimum standards as outlined in POST Council Administrative Rules when applying for certification. I attest that my agency has confirmed the applicant still meets the minimum standards by completing a criminal history check prior to submitting this application. The personnel records of this jurisdiction, including the records maintained by the Bureau of Criminal Identification of the Idaho State Police, substantiate this recommendation.

I hereby certify that all the information on this form is true, complete, and correct.

***Authorized Signer must physically sign application.**

Printed Name of Authorized Signer

Authorized Signer's Signature

Date

**Peace Officer Standards and Training
700 S. Stratford Drive, Meridian, ID 83642**

Email completed application to: certifications@post.idaho.gov