



Law Enforcement Firearms Requalification Instructor Application

Each person seeking certification as a firearms re-qualification instructor shall meet the following:

- Completion of a firearms instructor training course for each weapon for which the instructor will be conducting a re-qualification program.
- Completion of three years of relevant law enforcement experience.

Applicants have relevant law enforcement experience if:

1. Applicant is currently, or has been in the past, a commissioned and appointed peace officer or trooper in Ohio, a federal law enforcement officer, or a peace officer with any other state, and, having served in that capacity for a minimum of three years.
 - Federal and/or out of state law enforcement officers must include a letter from their agency's Chief, Sheriff, Agent-In-Charge, or other authorized senior supervisory staff who has command authority over the applicant, and affirms employment.
2. Applicants who are not commissioned peace officers, but have a governmental function with their agency that authorizes the carry and use of a firearm, the Executive Director of OPOTC recognizes as relevant law enforcement experience, an applicant's qualifications if all the following apply:
 - (a) The applicant is currently employed by a federal, state, local government agency, or a multicounty correctional facility, and
 - (b) The applicant's agency has original jurisdiction to investigate criminal offenses; provide protection to judges and courts of law; or establish security within a corrections facility, and
 - (c) The agency provides training and has a firearms policy that authorizes the applicant to carry a firearm in the performance of the applicant's duties; and
 - (d) The applicant, in their official duties, has qualified and carried a firearm for no less than three years prior to the application date, and
 - (e) The applicant will be providing firearms re-qualification to ONLY members of their agency, and
 - (f) The applicant meets all other conditions required under OAC 109:2-13-04.

The applicant, upon submitting the required SF305req application, will include on their agency's letter head, information from their agency's CEO, Executive Director or other authorized senior supervisory staff who has command authority over the applicant, and affirms the agency and individual comply with sections a-f above. (see note below)

Note: the affirming individual for the submitted letter could hold many different titles within a non-law enforcement agency (Executive Director, Director, Section Chief and/or Manager). The individual providing the letter needs to be in a supervisory position over the applicant.

Return application with all supporting documentation to OPOTC.Instructors@OhioAGO.gov or:

Ohio Peace Officer Training Commission
Professional Standards Division
P.O. Box 309
London, Ohio 43140

**DAVE YOST**

OHIO ATTORNEY GENERAL

Ohio Peace Officer Training Commission
Office 800-346-7682P.O. Box 309
London, OH 43140
www.OhioAttorneyGeneral.gov**Law Enforcement Firearms Requalification Instructor –Application**Email this form to: OPOTC.Instructors@OhioAGO.gov

Name _____ Alias _____

Last First Middle

Address _____

No./Street/P.O. Box City County State Zip Code

Phone # _____ SSN (Last 5) _____ DOB _____ Male Female

Email _____

***Email required for receiving Certificate**

By checking this box, you are authorizing OPOTC to add your Instructor information to the Instructor Directory on OHLEG. You may be contacted in their efforts to find an instructor.

I authorize the OPOTC to place my firearms instructor information on the publicly accessible web site for concealed carry weapon instructor purposes. My home phone number may be used: Yes No

Documentation of all completed training must be attached.

Next to each classification of weapon for which you are seeking certification, please enter the name of the training agency where you completed the required weapon instructor's course and the dates of attendance.

Weapon Classification	Name of Agency/School Attended	Dates of Attendance
_____ 1-1 Revolver	_____	_____
_____ 1-2 Semiauto Pistol	_____	_____
_____ 1-3 Shotgun	_____	_____
_____ 1-4 Police Rifle/Carbine	_____	_____
_____ 1-5 Submachine Gun	_____	_____
_____ 1-6 Scope-Sighted Rifle	_____	_____

Three years of relevant experience as a Law Enforcement Officer required.

of Years _____ Agency _____ Dates _____

of Years _____ Agency _____ Dates _____

Have you ever been investigated, disciplined, or terminated for any matters alleging theft, falsification, dishonesty, violence, immorality, ethical misconduct, and/or sexual misconduct? If yes, include a detailed summary.

Yes No

Have you ever been convicted of a felony, or are you subject to a firearms disability or prohibition? If yes, include a detailed summary.

Yes No

I declare that the information in this application is true and correct to the best of my knowledge.

Name of Applicant _____ Signature of Applicant _____ Date _____