



SCHOOL CLOSING LETTER

School Name: _____

School Number: _____ Dates: _____ to _____
Start End

School Type: _____

***State Certification Examination required upon completion of training**

I, as a school commander of the above cited program, do hereby state that the students from this school are recommended for certification as represented on the attached closing records. They have completed all hours of instruction in all prescribed topics as required by the Ohio Peace Officer Training Commission. They have proven their proficiency in performing all the mandatory Student Performance Objectives thus far. This training was conducted in compliance with the rules of the Ohio Administrative Code and the standards of the Ohio Peace Officer Training Commission.

I further state that all records submitted are true and accurate reflections of the results of the training course, and acknowledge that submission of falsified records is a criminal violation.

If applicable, I recommend the students as listed on the EX705 – State Certification Examination Authorization Data (EAD) Form submitted with the attached closing package, for certification upon their successful passing of the state certification examination.

Commander's Name Commander's Signature Date

Certificate Fee (Private Security Only; enter confirmation/order number, amount due per Appendix B, and number of certificates requested)

Online Confirmation #: _____ Check/Money Order #: _____

Purchase Order #: _____

Amount Due/Enclosed: _____ # of Certificates: _____

OPOTA Use Only

Received By: _____ Date: _____