

PEACE OFFICER BASIC TRAINING PREPARING THE ENROLLMENT PACKET

ACADEMY NAME:

ACADEMY #

- _____ **SF110unv – STUDENT ENROLLMENT LIST – TO BE SUBMITTED WITH ALL PAPERWORK**
- _____ NO LESS THAN 10 STUDENTS UNLESS APPROVED BY THE EXECUTIVE DIRECTOR
- _____ STUDENTS LISTED ALPHABETICALLY BY LAST NAME
- _____ IF NON-FULLTIME STUDENT (PRIOR EQUIVALENT OR COURT OFFICER PLUG-IN), LIST THOSE STUDENTS SEPARATELY AT THE BOTTOM OF THE FORM
- _____ INDICATES REVISED & SIGNED BY SCHOOL COMMANDER
- _____ **SF106bas – DRUG SCREEN ACKNOWLEDGMENT**

CATAGORIES OF STUDENTS AND PAPERWORK TO BE SUBMITTED:

1. APPOINTED OFFICERS

- _____ SF115unv – STUDENT ENROLLMENT/CERTIFICATION RECORD
- _____ SF400adm – NOTICE OF PEACE OFFICER APPOINTMENT
- _____ SF114bas – STUDENT HEALTH DATA FORM
- _____ SF102unv – REQUEST FOR NATIONAL WEBCHECK TO BE ATTACHED TO SF110unv (IF NOT SUBMITTED AT OPENING AUDIT)
- _____ SF104unv – FERPA CONSENT TO RELEASE STUDENT INFORMATION, IF REQUIRED
- _____ POBT STUDENT HANDBOOK ACKNOWLEDGMENT & VERIFICATION

2. OPEN ENROLLMENT STUDENTS

- _____ SF115unv – STUDENT ENROLLMENT/CERTIFICATION RECORD
- _____ SF114bas – STUDENT HEALTH DATA FORM
- _____ SF102unv – REQUEST FOR NATIONAL WEBCHECK TO BE ATTACHED TO SF110unv (IF NOT SUBMITTED AT OPENING AUDIT)
- _____ SF104unv – FERPA CONSENT TO RELEASE STUDENT INFORMATION, IF REQUIRED
- _____ POBT STUDENT HANDBOOK ACKNOWLEDGMENT & VERIFICATION

3. TRAINING RECRUITS (IF RECRUIT IS EMPLOYED BY TRAINING AGENCY)

- _____ SF115unv – STUDENT ENROLLMENT/CERTIFICATION RECORD
- _____ SF118bas – TRAINING RECRUIT LETTER
- _____ SF114bas – STUDENT HEALTH DATA FORM
- _____ SF102unv – REQUEST FOR NATIONAL WEBCHECK TO BE ATTACHED TO SF100unv, IF NOT SUBMITTED AT OPENING AUDIT
- _____ SF104unv – FERPA CONSENT TO RELEASE STUDENT INFORMATION, IF REQUIRED
- _____ POBT STUDENT HANDBOOK ACKNOWLEDGMENT & VERIFICATION

NON-FULLTIME STUDENTS

MUST BE SUBMITTED TO YOUR COMPLIANCE SPECIALIST DURING THE ENROLLMENT AUDIT

A. PRIOR EQUIVALENT STUDENTS (EXAM REQUIRED)

- _____ SF115unv – STUDENT ENROLLMENT/CERTIFICATION RECORD
- _____ OPOTC LETTER OF DETERMINATION
- _____ SF114bas – STUDENT HEALTH DATA, IF REQUIRED TO TAKE UNIT 4, FIREARMS OR UNIT 6, SUBJECT CONTROL
- _____ SF104unv – FERPA CONSENT TO RELEASE STUDENT INFORMATION, IF REQUIRED
- _____ POBT STUDENT HANDBOOK ACKNOWLEDGMENT & VERIFICATION
- _____ SF110unv – REVISED STUDENT ENROLLMENT LIST, IF STUDENT DOES NOT APPEAR ON ORIGINAL
- _____ SF102bas – REQUEST FOR NATIONAL WEBCHECK

TO BE SUBMITTED PRIOR TO THE START OF THE FIREARMS COURSE

B. COURT OFFICER PLUG-IN (FIREARMS ONLY, NO EXAM REQUIRED)

- _____ SF110unv – REVISED STUDENT ENROLLMENT LIST, IF STUDENT DOES NOT APPEAR ON ORIGINAL
- _____ SF115unv – STUDENT ENROLLMENT/CERTIFICATION RECORD
- _____ SF101unv – STUDENT DISCLOSURES AND STATEMENT OF UNDERSTANDING
- _____ SF103cob – STUDENT WAIVER OF LIABILITY AND INDEMNITY AGREEMENT
- _____ SF104unv – FERPA CONSENT TO RELEASE STUDENT INFORMATION, IF REQUIRED
- _____ SF119cob – COURT OFFICER AUTHORIZATION TO CARRY A FIREARM

Compliance Specialist _____ Date _____