



APPLICATION FOR PEACE OFFICER BASIC TRAINING ACADEMY COMMANDER CERTIFICATION

I. PERSONAL DATA

Name _____
First Middle Last

SSN _____ DOB _____ Male _____ Female _____

Mailing Address _____
#/Street/P.O. Box City State Zip Code

County: Residence _____ School _____

Phone: Residence (____) _____ Daytime (____) _____

Cell (____) _____ FAX (____) _____

Email _____

NOTE: This email address will be used for OPOTC/OPOTA business-related communications, some of which may be time sensitive.

Academy Name _____

Academy Address _____
Street City State Zip Code

Academy Phone (____) _____

A letter from the CEO of school (i.e. college president, department chair) attesting to appointment or employment as the school commander of the POBT school is required.

II. EMPLOYMENT HISTORY (FULL TIME ONLY)

<u>Department</u>	<u>Employment Dates</u>	<u>Highest Rank Obtained</u>
_____	From ____/____/____ To ____/____/____	_____
_____	From ____/____/____ To ____/____/____	_____

Supervisory Experience (Full Time Only)

Department _____ Rank _____ From ____/____/____ To ____/____/____

Department _____ Rank _____ From ____/____/____ To ____/____/____

III. TRAINING/EDUCATION

Basic Academy Information

Name of Academy _____ From ____/____/____ To ____/____/____

Peace Officer Certification Number (attach copy of certificate) _____

School Commander's Application

Secondary Education Information

High School Attended _____ City & State _____

Date of Graduation or Date of Receipt of GED ____/____/____
(Circle Graduation or GED, whichever is applicable.)

College/University Information

Institution Attended _____ City & State _____

Course of Study/Major _____ Dates Attended: From ____/____/____ To ____/____/____

Diploma/Degree Awarded (if applicable) _____ Date ____/____/____
(Attach Copy of Degree/Diploma)

If no degree, number of quarter hours _____ semester hours _____ attended.
(Attach Copy of Transcript from College/University showing number of hours attended)

IV. BACKGROUND INFORMATION

Have you ever been convicted of a felony in any jurisdiction of the United States or under the uniform code of military justice?
_____no _____yes

Have you ever been convicted of an offense of domestic violence or any related offense occurring as a result of a domestic violence incident? _____no _____yes

Do you currently have criminal charges pending in any jurisdiction? _____no _____yes

V. PROFESSIONAL REFERENCES

	<u>Name</u>	<u>Rank</u>	<u>Department</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

Attach letters of reference from the above-named individuals. These must accompany application.

VI. ATTEST

I certify that the information contained in this application is true and correct to the best of my knowledge. I understand that this application is made with purpose to secure issuance of a commander's certificate by a governmental agency. I understand the certification requested may, with proper cause, be withdrawn, canceled or revoked by the issuing agency.

YOU MUST PERSONALLY APPEAR BEFORE A NOTARY PUBLIC FOR THIS PURPOSE.

SIGNATURE OF APPLICANT _____

SUBSCRIBED AND SWORN BEFORE ME ACCORDING TO LAW, BY THE ABOVE NAMED APPLICANT THIS ____ DAY OF _____, 20__

AT _____ IN THE COUNTY OF _____ AND THE STATE OF OHIO.

SIGNATURE OF NOTARY PUBLIC _____ (AFFIX SEAL BELOW)

PRINTED NAME & TITLE _____

MY COMMISSION EXPIRES _____

INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

OHIO ADMINISTRATIVE CODE 109:2-1-05

Approval of school commanders.

Each commander is required to have the approval of the executive director to conduct a school. Such approval will be based upon the submission of a notarized and typewritten statement of qualifications by the person seeking approval to be designated a commander on a form prescribed by the executive director. All persons seeking approval to be a school commander on or after January 1, 2000, who have not previously been designated a school commander shall conform to the minimum qualifications for certification as a commander and must be associated with an established or proposed school.

(A) Minimum qualifications for certification of commander shall be as follows:

- (1) High school graduate or possession of a "General Education Development" certificate; and
- (2) Seven years of experience as a full-time law enforcement officer, two of which must be as a full-time law enforcement supervisor;
- (3) Completion of ninety quarter hours or sixty semester hours at an accredited college or university; and
- (4) Professional references from three current police administrators of the rank of lieutenant or above; and
- (5) No convictions for a felony, crime of moral turpitude or any other peace officer disqualifying offense.

(B) Upon receipt and verification of a notarized application form for commander certification and completion of an Ohio peace officer training commission commander conference, the executive director may issue a certificate to the applicant. Should the executive director refuse to issue a certificate, the notice of this action shall be sent to the applicant. The applicant shall be advised that he or she may request a hearing before the commission as provided in sections 119.06 and 119.07 of the Revised Code. The commission shall conduct the hearing as required by sections 119.01 to 119.13 of the Revised Code.

(C) Revocation of certificate

The executive director may revoke the certification of any commander for the following reasons:

- (1) A commander's evaluation reflecting unacceptable performance; or
- (2) Conviction for a felony, crime of moral turpitude, or any other peace officer disqualifying offense; or
- (3) Absence from two consecutive commander's conferences; or
- (4) Violation of rules promulgated under this chapter; or
- (5) For any other good cause shown.

The executive director shall notify the commander in writing of this revocation. The commander shall be advised that he or she may request a hearing before the commission as provided in sections 119.06 and 119.07 of the Revised Code. The commission shall conduct the hearing as required by sections 119.01 to 119.13 of the Revised Code.

EFFECTIVE DATE: January 01, 2000

NOTE: Additionally, applicant must attach a letter of intent or verification from an existing or proposed school evidencing appointment or employment as the peace officer basic training school commander. This letter must be signed by the appropriate CEO, college president, department chair, etc. of the school.