

DATE: _____

Executive Director
Ohio Peace Officer Training Commission
P. O. Box 309
London, OH 43140

REF: School Number _____

Dear Executive Director:

The students listed on the attached Student Enrollment List are fulltime employees of the _____ Police Department and are considered "Training Recruits" under Ohio Administrative Code Section 109:2-1-02(H) which states: "The term 'training recruit' means a fulltime employee of a law enforcement agency whose primary duty is to attend and successfully complete the basic course."

I understand that a copy of the peace officer appointment document for each student who successfully completes the course and is appointed must be submitted with the closing documentation of the course.

Commander's Signature

Commander's Name (Typed)

FIELD AGENT SIGNATURE

SF118bas
Effective 06/01/2010; Revised 03/07/2011