



DAVE YOST
OHIO ATTORNEY GENERAL



Ohio Peace Officer Training Commission
Office 800-346-7682

P.O. Box 309
London, OH 43140
www.OhioAttorneyGeneral.gov

Peace Officer Instructor – Special Subject Application

The following criteria must be met:

- Must be a high school graduate or possess a GED
- Five years' experience in area specialty, three of which must be full-time
- Completion of OPOTC-approved 80-hour Instructional Skills course or Bachelor's Degree in Education; or current Ohio Department of Education Career Technical Education (CTE) license

Exceptions to the training requirements are:

- Attorneys licensed in the state of Ohio who apply for certification in any legal topics. (Submit a copy of your attorney registration card.)
- Duly qualified First Aid instructors for American Heart Association, Red Cross, or American Safety and Health Institute who apply for certification in any first aid topics. (Submit a copy of your instructor card.)
- Duly qualified Instructors in Homeland Security who apply for certification in any homeland security topics.
- Master's degree in communications –or– Master's degree in a related field with a concentration in communications who apply for certification in communication topics: 03-09, 03-10 and 03-11
- Certificate in Alternative Dispute Resolution/Mediation -or- a Juris Doctor (JD) who apply for certification in Communication topic: 03-11
- Licensed Clinical Psychologist, Certified Clinician, Certified/Licensed Counselor, or Licensed Therapist with documented experience or certification in trauma treatment, PTSD, or first responder wellness who apply for certification in Incident Debrief Training, topic: 03-12

Please include the following information with your application:

- Training certificates or transcripts showing completion of courses which will allow a person to learn specific knowledge and skills in the topics for which the instructor desires certification
- Recommendation of a currently approved OPOTC Peace Officer Basic Training commander

Refer to "Guidelines for Basic Peace Officer Instructor Certification" for minimum criteria to teach an individual topic.

Utilize the curriculum sheet on the last page of the application to indicate the topics in which the instructor desires certification.

Return application with all supporting documentation to:

Email: OPOTC.Instructors@OhioAttorneyGeneral.gov

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



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Peace Officer Instructor- Special Subject Application

This form may be emailed to: OPOTC.Instructors@OhioAttorneyGeneral.gov

Name _____ Alias: _____
Last First Middle

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

Phone Number: _____ - _____ - _____ 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.

Commander Email _____

☐ Check if certificate is also to be emailed to Commander.

I. Education

High School Diploma/GED

High School Name	Address	Date received

Full-time experience in the subject area to be taught

Agency Name	Time employed	Title/Position	Dates of Employment

Completion of 80 hour Commission approved Instructional Skills Course (attach certificate)

Location of Instructor Skills Course	Dates Attended	Date Completed



II. Background Information

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

III. Commander Recommendation and Intent to Employ

(initial) I attest that the information provided in this application is, to the best of my knowledge, true and accurate. I understand that falsification of any information may impact my ability to command this school or future schools, may impact my status as an OPOTC-certified commander, and may carry other legal consequences.

(initial) Within the next 12 months, I intend to employ this applicant as an instructor in an OPOTC-approved academy that I will command.

Attesting to the above, I recommend this application be accepted and the applicant certified.

School Commander's Name

School Commander's Signature

School Name

OPOTC BTC Number

Date

Phone Number

Email



**Peace Officer Basic Training Curriculum
Effective 07.01.2025**

1. Administration

1. Introduction to Basic Training (Commanders) _____
2. Introduction to Policing _____
3. Fundamentals of the Criminal Justice System _____
4. Community Diversity & Procedural Justice* _____
5. Ethics & Professionalism** _____
6. Below 100* _____
7. Report Writing** _____

2. Legal

1. Legal Basics* _____
2. Ohio Revised Code* _____
3. Arrest, Search, & Seizure* _____
6. Civil Liability & Use of Force* _____
7. Testifying in Court* _____

3. Human Relations

1. Interacting with the Media _____
3. Domestic Violence* _____
4. Crisis Intervention** _____
5. Child Abuse & Neglect* _____
6. Missing Persons & Human Trafficking* _____
7. Juvenile Justice System _____
8. Responding to Victims' Needs & Rights** _____
9. Basic Communication _____
10. Interpersonal Communication** _____
11. Mediation Communication** _____
12. Incident Debrief Training** _____

4. Firearms

1. Handgun* _____
2. Shotgun* _____

**Must be a Unit
Instructor to request
units 4 and 5**

5. Driving

1. Driving* _____

6. Subject Control Techniques

1. Subject Control Techniques* _____
2. Impact Weapons* _____

7. First Aid

1. First Aid/CPR/AED* _____
2. Critical Injury First Aid* _____

8. Patrol

1. Patrol Aspects & Overview _____
2. Companion Animal Encounters _____
3. Active Shooter / Threat Response _____
4. Building Searches** _____
5. Stops & Approaches* _____
6. Vehicle Theft & Identification _____
7. Gang Awareness** _____
8. LEADS** _____
9. Booking & Handling _____
10. Ohio Law Enforcement Gateway (OHLEG) _____

9. Civil Disorders

1. Civil Disorders** _____

10. Traffic

1. Introduction to Traffic** _____
2. Motor Vehicle Offenses** _____
4. Traffic Crash Investigation** _____
5. Uniform Traffic Ticket _____
7. Traffic Direction & Control** _____
8. NHTSA SFST* _____

11. Investigation

1. Crime Scene** _____
2. Digital Evidence** _____
4. Police Photography** _____
5. Tracing Stolen Property _____
7. Drug Awareness** _____
11. Lineups _____
12. Gambling _____
14. Surveillance _____
15. Interview & Interrogation** _____

12. Physical Conditioning

1. Physical Fitness & Conditioning** _____
2. Critical Incident Stress Awareness** _____

13. Homeland Security

1. HazMat & WMD Awareness for the First Responder** _____
2. Bombs & Explosives** _____
3. Terrorism Awareness** _____
4. Incident Command System (ICS)** _____
5. National Incident Management System (NIMS)** _____

* Denotes Instructor Course is Required for Certification

** Denotes Advanced Training Course in Subject Matter is Required for Certification

Refer to "Guidelines for Basic Peace Officer Instructor Certification" for minimum criteria to teach an individual topic