



Email: mtpost@mt.gov
Phone: (406) 444-9975
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ARM 23.13.301 and 23.13.302

Course Information:

Is this an IADLEST NCP Course?

Yes

No

If “yes,” skip to question 5.

The requirements for POST Credit Hours are:

Instructors

- | | | | |
|---|-----|----|-----|
| 1. If the course <u>is</u> taught by a Montana public safety officer, the officer must be a certified instructor; | | | |
| i. Is the instructor a Montana public safety officer? | Yes | No | |
| ii. If the instructor is a Montana public safety officer, does the instructor have a POST Instructor Certificate? | Yes | No | N/A |
| 2. If the course <u>is not</u> taught by a Montana public safety officer, you must retain the instructor biography; | | | |
| i. If the instructor is not a Montana public safety officer, do you have a copy of the instructor's biography? | Yes | No | N/A |
| ii. If you do not have a copy of the instructor's biography and you wish to request a waiver of the requirement that you retain the instructor's biography, please outline the efforts you made to obtain the biography below: | | | |
| iii. Have you retained documentation of the efforts outlined in 2.ii., above? | Yes | No | |

Other Requirements

- 3. The course must be a minimum of 2 hours in length.**

Is the course at least 2 hours in length? Yes No

4. You must retain all available documentation of the training. Please check the boxes next to every item that you have retained:

Course Outline	Lesson Plan	Agenda	Study Guide
Course Syllabus	Student Material	Handouts	Course Advertisement

5. The Course must be open and advertised to ALL public safety agencies.

Is the course open and advertised to ALL public safety agencies? Yes No

Sponsoring Agency Information:

Agency Name: _____ Agency E-mail: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Contact Name(s): _____ Contact Phone: _____
Contact Email: _____

****If the course does not meet these requirements, it will not receive POST Credit.
The documents which you are required to retain may be audited by POST on a random basis.***

POST Bulletin Board Information

(All courses which are granted POST Credit Hours will be posted on POST's Bulletin Board webpage.)
If the training has a link that you wish to have posted, please provide it here:

Please provide the contact person/information you wish to have posted for registration and other questions:

Name	Contact Information
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Certification of Applicant: *My signature certifies that all required documentation has been obtained and will be retained and that all of the requirements of ARM 23.13.301 have been met. I certify that this course should be granted POST Training Credit Hours.*

Printed Name	Signature	Date
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***For Special Courses (Instructor Development, Firearms Instructor & SWAT Primary, proceed to page 3.**

For POST Staff Use:

Reviewed by

Date



Montana Public Safety Officer Standards & Training Council

Website: dojmt.gov/post
2260 Sierra Road East
Helena, MT 59602

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CERTIFICATION FOR POST CREDIT HOURS FOR SPECIAL COURSES

ARM 23.13.212, 23.13.215, and 23.13.217

Instructions: This page is *ONLY* to be completed and submitted by the individual or agency offering an Instructor Development, Firearms Instructor or SWAT Primary course. This page must be submitted as part of the Application for POST Credit Hours for a Training.

BEFORE YOU CERTIFY THIS DOCUMENT: There are additional requirements for special courses as follows:

Instructor Development ARM 23.13.212	Firearms Instructor ARM 23.13.215	SWAT Primary ARM 23.13.217
<ul style="list-style-type: none">○ Minimum 40 Hours○ 12 Hours of Curriculum Design○ 8 Hours of Adult Learning○ 8 Hours of Foundation Skills for Trainers○ 8 Hours of Training Prep and Delivery○ 4 Hours of Context of training	<ul style="list-style-type: none">○ Minimum 40 Hours○ Firearms Safety○ Role of Instructor○ Civil & Criminal Liability Exposure○ Instructional Techniques○ Operation of Firing Line○ Range Preparation○ Handgun○ Disabled Officer Techniques○ Low Light Shooting Techniques	<ul style="list-style-type: none">○ Minimum 40 Hours○ Team Communication, Team Make-up○ Confrontation Management○ Weapons, Munitions, and Equipment○ Team Movement and Interior Tactics○ Open Air/Mobile Assault, Downed Officer○ Citizen Rescue, Chemical Agents/Diversionary Device/Less Lethal, Practical Exercises, and Legal Issues

Ensure any of the above courses meet these requirements!

Certification of Applicant: My signature certifies that all required documentation has been obtained and will be retained and that all of the requirements of the corresponding special course ARMs have been met. I certify that this course should be granted POST Training Credit Hours.

Printed Name

Signature

Date

For POST Staff Use:

Reviewed by

Date