

ADVANCED CERTIFICATION APPLICATION

<input type="checkbox"/> INITIAL APPLICATION <i>(have never received an Advanced Certification)</i>	<input type="checkbox"/> SUPPLEMENTAL APPLICATION <i>(have previously received Advanced Certification)</i>
CERTIFICATION LEVEL REQUESTED:	
<input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced <input type="checkbox"/> First-Line Supervisor	<input type="checkbox"/> Command <input type="checkbox"/> Executive

Certification Fee for each certificate requested (\$25.00 – Intermediate, \$35.00 – Advanced,
 \$50.00 – First-Line Supervisor, \$100.00 – Command, and \$100.00 – Executive)
 Payment must be in the form of Purchase Order, Money Order, or Agency Check. \$ _____
Certificates will not be issued without payment.

<i>Please type or print all information.</i>			
NAME _____ <div style="display: flex; justify-content: space-between; font-size: small;"> Last First Middle Maiden </div>			
Date of Birth <small>(mm-dd-yyyy)</small>	Social Security Number or Certification Number:		
Applicant Address: _____ <small>(street)</small> _____ <small>(city) (state)</small> _____ <small>(zip code)</small>		Personal Contact information: Phone #: (_____) _____ - _____ Email: _____	
Date of New Mexico Law Enforcement Certification	Rank:	Date Acquired	
Employing Agency: _____ <div style="text-align: center; font-size: small;"><i>Please type or print</i></div>			
Agency Address: _____ <div style="display: flex; justify-content: space-between; font-size: small;"> Street or PO Box City State Zip </div>			
Agency Contact: _____ Phone #: (_____) _____ - _____			

- ✓ A complete application packet containing copies of all training certificates and other supporting documentation must be submitted.
- ✓ Only advanced training certificates attached to an application for a specific advanced level certificate will be processed. Maintenance training hours will not be applied.
- ✓ **The number of training hours must be indicated on each certificate.**
- ✓ College credit will not be counted without an original official transcript. A maximum of 400 training hrs. may be applied to Advanced and above certificates at a ratio of 15 training hours to 1 college credit hour.
- ✓ Application packets which do not meet these requirements will not be processed and will be returned to the applicant.

ADVANCED CERTIFICATION WORKSHEET

Page ____ of ____

APPLICANT NAME		DEPARTMENT					
RANK:	DATE RANK ACQUIRED:	Date of Application					
LEVEL REQUESTED:							
<input type="checkbox"/> Intermediate I		<input type="checkbox"/> Advanced		<input type="checkbox"/> First-Line Supervisor		<input type="checkbox"/> Command	<input type="checkbox"/> Executive
COURSE TITLE	Dates of Attendance		COURSE SPONSOR/INSTRUCTOR	Course Hours <small>College Credit Hours</small> CEUs	Hours Credit 15:1 10:1	Certificate Attached Y/N	Reject Code
	From	To					

Rejection Codes: **M** – Maintenance **B** – Basic Academy **H** – Hours not listed on Certificate **C** – College Credit, Transcript not Submitted **N** – Not LE Related **O** – Other

TOTAL HOURS THIS PAGE

DPS USE ONLY	GRAND TOTAL HOURS
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