



Montana Public Safety Officer Standards & Training Council
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 Helena, MT 59602
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dojmt.gov/post

APPLICATION FOR PREAPPROVAL/APPROVAL
FOR POST CREDIT FOR A TRAINING

ARM 23.13.301 & 23.13.302

Instructions: This form is to be completed and submitted by the individual or agency offering training. This form must be submitted prior to the training taking place. **Please note the requirements for POST approval and credit are:**

1) you must complete this application and submit it with all required materials

Have you attached the following to this application*

- The Instructor's biography? Yes No
- Course agenda? Yes No
- lesson plan? Yes No
- all student materials & handouts? Yes No

2) the course must be a minimum of two hours in length

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

3) the course must be open and advertised to ALL public safety agencies and you must provide a copy of the course advertisement

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

Have you attached a copy of the course advertisement? Yes No

If the course does not meet these requirements, it will not receive POST approval or credit.

Course Name: _____

Course Dates: _____ Course Location: _____

Number of Course Hours: _____

Sponsoring Agency Information:

Agency Name: _____ Agency E-mail: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Contact Name(s): _____

Contact Phone: _____ Contact E-mail: _____

Instructor Information:

Instructor Name(s): _____

(if available) Phone: _____ E-mail: _____

Do you want this training posted on POST's web site? Yes No

- 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 on the website for registration and other questions: _____

*** Failure to attach the items listed may result in POST denying course credit.**

POST Council Use Only	
Approved by _____	Date _____