



Florida Department of
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**CRIMINAL JUSTICE STANDARDS & TRAINING COMMISSION
TECHNICAL MEMO 2010-03**

TO: Criminal Justice Agencies
Criminal Justice Training Schools

FROM: Program Director Michael D. Crews
Criminal Justice Professionalism Program

SUBJECT: Clarification of Form CJSTC-71, Instructor Certification Application

To clarify the intent of the CJSTC rules, the Bureau of Administrative Code on March 26, 2010 approved two technical revisions to the Instructor Certification Application form CJSTC-71. These revisions, underlined below, are to be implemented immediately as follows:

An instructor applicant shall attach the following:

- A resume; and
- Copies of instructor course completion certificates(s) or CJSTC instructor profile, and applicable proficiency or field evaluation form(s); and
- Applicable professional licenses or certifications; and
- Instructor Competency Checklist form CJSTC-81.

To add subjects, an instructor applicant shall attach the following:

- The instructor course completion certificates(s) or CJSTC instructor profile, and applicable proficiency or field evaluation form(s); and
- Applicable professional licenses or certifications; and
- Instructor Competency Checklist form CJSTC-81.

A copy of the corrected form is attached and may be accessed from the FDLE web site. The form has been replaced in the following instructor courses:

- 800 CMS Vehicle Operations Instructor Course
- 801 CMS Firearms Instructor Course
- 802 CMS Defensive Tactics Instructor Course
- 1114 CMS First Aid Instructor Course
- 1115 General Instructor Refresher Course
- 1186 Florida General Instructor Techniques Course

Please contact Linda Adams at 850-410-8351 or lindaadams@fdle.state.fl.us if you have any questions.

MDC/la

Attachment: Form CJSTC-71