

ALASKA POLICE
STANDARDS COUNCIL
450 WHITTER STREET
P.O. BOX 111200
JUNEAU, AK 99811-1200
Ph: 907 465-4525
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ALASKA POLICE STANDARDS COUNCIL

F-20

APPLICATION FOR COURSE CERTIFICATION

School Director or Coordinator		Rank/Title	
Department/Agency		Phone	
Address		Fax	
Course Title			
Classroom Location (s)		Date (s)	
		Expected Enrollment	Total Hours
Are you inviting officers from surrounding areas? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, reason:			
INSTRUCTOR LISTING		DO NOT SUBSTITUTE CURRICULUM OR CALENDAR FOR THIS SECTION. ALL INSTRUCTORS MUST BE CERTIFIED OR RECOGNIZED AND THEIR TOPICS MUST BE LISTED ON THIS FORM; CONTINUE ON REVERSE SIDE IF NECESSARY.	
INSTRUCTOR	AGENCY	TOPIC	
Signature (Department head or academy director)		APSC USE	Approved
			Date

INSTRUCTIONS

Submit application to the APSC at least 30 days prior to start of classes. The application should be mailed or faxed to our Juneau office: 465-3263

Attach:

1. curriculum, description or outline of subject material;
2. copy of invitation to officers from surrounding areas; and
3. instructor application (s) for certification (APSC form F-9), if not already awarded APSC instructor certificate.

A copy of this F-20 will be entered in each instructor's APSC file.

When the course is completed, the sponsoring department is requested to:

1. Issue each successful student some verification of course completion, whether it be a certificate, an APSC form F-6, letter or memo. Such documentation should include essential course information: course title, specific date(s) and place given, number of hours, and (if applicable final grade).
2. Send the APSC copies of the verification mentioned above, or a roster including essential course information as well as the names and agencies of successful students. This information will be placed in the APSC's course and officer files. Please tell students you are sending verification to the APSC so they need not do so.