CLEAR FORM PRINT FORM

State of California – Department of Justice

MANAGEMENT COURSE PREREQUISITE WAIVER APPLICATION

POST 2-108 (Rev 12/2012)

Commission on
Peace Officer Standards and Training (**POST**)
860 Stillwater Road, Suite 100
West Sacramento, CA 95605-1630

INFORMATION PRIVACY ACT: Pursuant to the Federal Privacy Act (Public Law 93-579) and the Information Practices Act (IPA) of 1977 (Civil Code Sections 1798, et seq.), notice is hereby given for the request of personal information. Failure to provide any part of the requested information may delay processing of this application or result in an incomplete record. No disclosure of personal information will be made unless permissible under Article 6, Section 1798.24 of the IPA of 1977. Each individual for whom personal information is collected has the right to inspect that information in any record maintained by POST. Inquiries may be directed to the POST Information Practices Act Coordinator at the address listed above. Contact the POST Administrative Services Bureau for instructions on requesting records.

INSTRUCTIONS

- Complete this application to request a waiver of the Management Course prerequisite for attending the Executive Development Course as authorized by POST Regulation 1005(e).
- Mail completed and signed form to POST at the above address, Attn: Center for Leadership Development Bureau (CLD).

SECTION 1. APPLICANT INFORMATION

1. NAME (LAST, FIRST, MIDDLE)	2 BIRTH DATE	3. POST–ID (OR SOCIAL SECURITY NO.)

4. EMPLOYING AGENCY	5. RANK

6. AGENCY MAILING ADDRESS

Street City ST Zip

SECTION 2. EVALUATION ELIGIBILITY

7. I am eligible to have my prior experience, training, education, and current executive responsibilities evaluated to determine my eligibility for a waiver of the Management Course prerequisite for attending the Executive Development Course because I meet both of the following conditions:

☐ I am currently a full-time, sworn California peace officer. ☐ I am currently the chief executive of the same POST program agency.

8. I have enclosed the following required items:

☐ Written verification, on agency letterhead and signed by the employer or a designated representative, that confirms my past experience in successfully conducting a full range of chief executive responsibilities, and performing high level managerial and administrative duties consistent with the position held.

☐ Written documentation supporting my prior experience, training, education, and current executive responsibilities, consistent with the 13 major topics listed in the Management Course Instructional Goals.

☐ Verification of prior successful completion of training, supported by copies of certificates of completion, course outlines, college transcripts and/or other verifying documents.

SECTION 3. ATTESTATION

9. APPLICANT SIGNATURE

- I request an evaluation of my prior experience and training to determine if I qualify for a waiver of attendance from the POST Management Course for purposes of attending the Executive Development Course.
- I understand that a waiver would only exempt me from completing the Management Course as a prerequisite for attending the Executive Development Course. The waiver does NOT exempt me from any POST certificate requirements.
- I further declare under penalty of law that the information contained in this application and any supporting documents is true and correct.

SIGNED ▶ DATE

POST USE ONLY

DATE RECEIVED	NOTES: