



## Section III – Declaration

Applicant Declaration: This declaration must be completed and signed by the Applicant.

I hereby declare that the information provided in this application is true to the best of my knowledge and belief. I understand that any omission or inaccuracy may be deemed sufficient reason to deny approval. I understand that the Ministry of Public Safety & Solicitor General or the Justice Institute of B.C. may ask for additional information/documentation.

Signature

Date

**\* Incomplete applications will not be processed.**

### FORM SUBMITTING INSTRUCTIONS

Processing will be facilitated only if all documentation is complete and submitted as one package. A complete application consists of:

1. Attached application form.
2. Copies of all instructional and student materials.
3. Copies of all examinations.
4. Copy of all instructional and examination procedures.
5. Application fee (certified cheque or money order only) of \$750.00 (HST included). This fee is non-refundable in the event of non-approval.
6. Fee to be made payable to: *Justice Institute of BC*
7. Ensure that Section III is signed and dated.
8. Mail or drop off your completed application to:

Security Training Programs  
Justice & Public Safety Division  
Justice Institute of BC  
715 McBride Boulevard  
New Westminster, BC V3L 5T4

**OFFICE USE ONLY- do not write in this space**

**Fee Received**  
**Approved By**

\$

**Approval Date**  
**Certificate Number**