

## **Security Training Programs Course Equivalency**

Justice & Public Safety Division Security Training Programs

## Exemption process/conducting in-house training

Please fill in the required information on the form below. In order to process your application, ALL parts of this form must be completed. Incomplete forms will be returned.

Please indicate the course equivalency you are applying for:						
Course equivalency for exemption purposes	Course equivalency for c	onducting in-house training				
Section I - Applicant Information						
Last Name	First Name	Middle Name				
Mailing Address						
The state of the s	Ema	Email address				
	Telephone and Cellular Number					
Section II – Employment/Company/Institution	on Information					
Agency or company for	ull legal name					
Training/business address (street/city/	/province/postal code/country)					
- I I I I I I I I I I I I I I I I I I I	province/postar code/codiniry)					
Business phone number	Email					
Please provide details of your reason for application fo	r course equivalency					
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Continue on a separate page if required						

## **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			

## 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						
For Bossivad	¢	Americal Data				
Fee Received	Ф	Approval Date				
Approved By		Certificate Number				

<sup>\*</sup> Incomplete applications will not be processed.