Request for CLEET Continuing Education Program Catalog Number

(Submit to ODOC CLEET liaison for processing)

Request Date | **Contact First and Last Name** * | **Title***

Oklahoma Corrections Department | 3400 N. Martin Luther King Ave OKC, OK 73111

Requesting Agency* | **Physical Address-City-State-Zip Code***

PO Box 11400 - OKC, OK 73136-0400 | 405-425-2500

Mailing Address* **Code*** | **City, State, Zip** | Phone Number*

Chief Administrator of Training Signature* | Date*

COURSE INFORMATION*:

o **General CE** o **Firearms Qualification**

Course Name/Title * | Curriculum Writer/Author*

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Approved Instructors* (first and last name all instructors approved to train the curriculum and attach resumes)* (attach additional sheets as necessary)

CLEET number, first and last names of CLEET certified instructors* (attach additional sheets as necessary)

Previous year course number (if applicable)

Total Training Hours* (enter 0 if not applicable): _____

_____ Continuing Education Hours*

_____ Mental Health Hours

_____ Missing Persons Hours

_____ Sexual Assault Investigation Hours

_____ Evidence Based Sexual Assault Investigation Hours

For those submitting for a Mental Health, Sexual Assault Investigations, Evidence Based Sexual Assault, and Missing Persons course number, please submit the lesson plan, presentation material, all handouts and any other related training material with this form.*

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Training Materials Submitted*:

_____ **Lesson Plans (Mandatory for all requests) ***

_____ **Course Objectives (Mandatory for all requests)***

_____ **Video(s)**

_____ **CD(s)**

_____ **Handout(s)**

_____ **PowerPoint(s)**

_____ **Overhead(s)**

_____ **Pre-test and/or Post-Test Completed Answer Sheet(s)**

_____ **Instructor Resume(s)**

Content Certification (please choose only one)*

___This training program is suitable for law enforcement, or private security, private security investigators, and bail enforcers.

____This training program includes continuing law enforcement training relating to mental health issues.

____This training is law enforcement related, and should be counted toward the Continuing Education Legislative Mandate found in O.S 70 § 3311.4

Availability of Materials (Please choose only one)*

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_____Course materials are considered copyrighted and may not be released to another law enforcement agency

_____Course materials are considered public and will be shared with another agency upon approval of, and release from, the author(s) and administrator listed above.

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