



Commonwealth of Virginia
Virginia Department of Criminal Justice Services

Application for Provisional Status (Form PS-1)

Please submit this form to your DCJS Field Services Coordinator

Name: (Last, First, Middle Initial)

TRACER Officer ID # (DOC Use State ID #):

Agency/Department:

Identify the type of provisional status for which application is being submitted

- Provisional Instructor
 Provisional Field Training Officer

Provisional instructor certification is for an individual who has not previously met the requirements for instructor certification. This certification requires a high school diploma or high school equivalency certificate (GED). This certification further requires that the individual has met the compulsory minimum training standards for the primary function for which employed by a criminal justice agency, if applicable. This certification does not authorize an individual to instruct or qualify others in mandated firearms, defensive tactics, driver training, or speed measurement courses. This certification is valid for not more than **two years** and is not renewable. By submission of this application, the agency requesting the above-named individual as a provisional instructor is attesting to compliance with these requirements.

Provisional field training officer certification is for an individual who is a certified law enforcement officer who provides training to a newly employed law enforcement officer for the purposes of training and measuring entry-level officer performance, but who has not met the requirements for field training officer certification. A provisional field training officer is only allowed to act as a field training officer if no other field training officer is available for your department. This certification requires a high school diploma or high school equivalency examination approved by the Board of Education. This certification requires that the individual has met the compulsory minimum training standards for the primary function for which employed by a criminal justice agency, if applicable. This certification does not authorize an individual to instruct or qualify others in mandated firearms, defensive tactics, driver training, or speed measurement courses. This certification is valid for not more than **one year** and is not renewable. By submission of this application, the agency requesting the above-named individual as a provisional field training officer is attesting to compliance with these requirements.

Certification Requested by: _____
*Agency Administrator or Designee **Printed Name***

*Agency Administrator or Designee **Signature***

Employing Agency: _____

Contact Person: _____
Please print

Phone: _____

Email Address: _____

Fax: _____

DCJS Approval: _____

Date Entered: _____