BASIC RESERVE DEPUTY PROFESSIONAL CERTIFICATE

THE PROFESSIONAL CERTIFICATES ARE AWARDED AT THREE LEVELS AS FOLLOWS:

A reserve officer can qualify for the **BASIC CERTIFICATE** if he or she has:

Has no less than one (1) year of reserve service, and

has successfully completed an accredited Basic Training Course for law enforcement officers and any remedial training as required by the Commission for general certification or has completed a minimum of 160 hours of training in the field of law enforcement, and

holds a General or Grandfather Certification.

INTERMEDIATE RESERVE DEPUTY PROFESSIONAL CERTIFICATE

A reserve officer can qualify for the **INTERMEDIATE CERTIFICATE** if he or she:

meets the requirements for the **BASIC CERTIFICATE,** and

has accumulated at least eight (8) years experience as a reserve law enforcement officer, and

has accumulated at least thirty-five (35) reserve officer law enforcement training points

ADVANCED RESERVE DEPUTY PROFESSIONAL CERTIFICATE

A reserve officer can qualify for the **ADVANCED CERTIFICATE** if he or she:

meets the requirements for the **INTERMEDIATE CERTIFICATE,** and

has accumulated at least twelve (12) years experience as a reserve law enforcement officer, and

has accumulated at least fifty (50) reserve officer training points.

COMPUTATION FORMULA

Professional certificate awards are based upon a formula which combines law enforcement training and actual participation as a reserve deputy sheriff in law enforcement functions.

Points are computed in the following manner:

* Twenty classroom hours of Commission approved training gained in an officer's area of expertise shall equal one point.

Years of service are computed in the following manner:

A minimum of ninety-six (96) hours achieved over a one-year period of participation in law enforcement functions, by having been called into reserve duty by the appointing sheriff, shall equal one year of reserve service.

Service as a reserve deputy sheriff shall be acceptable for consideration; or, an officer who is otherwise ineligible to receive an equivalent certificate through the Professional Certificate Program for Sheriffs and Deputy Sheriffs (12 NCAC 10B Section .1000) may receive a certificate under this program, in which case one year of full-time service may be substituted for one year of reserve service.

Calculate the amount of reserve service you have. Remember that it takes 96 hours of reserve duty during the course of one year in order to count that year towards your cumulative years in service. Add in any full time service. If you have any full-time law enforcement experience, refer to Form F-6A to see if you qualify for the Professional Certificate Program for Sheriffs and Deputy Sheriffs.

HOW TO APPLY

A. Are you currently a certified reserve deputy sheriff? Have you had any full-time experience as a certified deputy sheriff? Compute your years of service using the service computation.

B. Compute your qualifications. How many hours of law enforcement training do you have? Convert these hours to points as described in the chart on the back on this brochure.

C. Compare your accumulated points and your total reserve experience as a sworn member of a law enforcement agency with the certificate requirements in this brochure. Do you qualify?

D. If you are qualified to receive an award, request an Application Form F-6R from your agency head or the agency personnel officer.

E. Complete the application fully and attach the necessary documents to verify your qualifications. **Training MUST BE supported by transcripts, official training records, or other reliable documentary materials. Hours of reserve duty MUST BE documented by agency records.**

F. Return the application to your agency head for his/her endorsement. No award will be issued unless recommended by an agency head.

G. Your agency will forward the application to the Sheriffs' Education and Training Standards Division.

H. After consideration of your qualifications, if the Commission elects to grant the award, your proper certificate will be presented through your agency. Applicants should note that Advanced Certificate applications must be presented to the Commission for approval at quarterly meetings. This requirement may result in a 3-4 month processing period for the Advanced Certificate.

QUICK REFERENCE GUIDE FOR RESERVE OFFICER

TYPE OF CERTIFICATE	TRAINING POINTS	YEARS OF SERVICE	HOURS OF RESERVE SERVICE
BASIC	Basic Training or minimum 160 hours training	1	96 hours reserve duty during one year = one year reserve service
INTERMEDIATE	35 Law Enforcement Training Points	8	96 hours reserve duty during one year = one year of reserve service, or a combination of full time service and reserve service
ADVANCED	50 Law Enforcement Training Points	12	96 hours reserve duty during one year = one year of reserve service, or a combination of full time service and reserve service

STATE OF NORTH CAROLINA
DEPARTMENT OF JUSTICE

NORTH CAROLINA SHERIFFS' EDUCATION AND TRAINING STANDARDS COMMISSION

RESERVE DEPUTY SHERIFF PROFESSIONAL CERTIFICATE PROGRAM

In order to recognize reserve deputy sheriffs serving the sheriffs' offices of North Carolina, the North Carolina Sheriffs' Education and Training Standards Commission is pleased to offer the Reserve Deputy Sheriff Professional Certificate program. This program is designed to recognize those dedicated reserve deputy sheriffs for professional training and participating in law enforcement functions.

The purpose of this brochure is to provide information about these certificates so that any interested officers may evaluate their qualifications and consider making application based on those qualifications.

For exact wording of rules regarding this program, please refer to Title 12 NCAC, Chapter 10B Section .1400.