

15.0 ADVANCED CERTIFICATION REQUIREMENTS

The Department of Public Safety Training and Recruiting Division awards advanced certification credit for approved training beyond the basic level. Applicant must submit a completed application packet containing copies of all training certificates and other supporting documentation. Applications should be submitted only after the required number of hours has been accrued. Individual certificates will not be processed if they are not attached to an application for a specific level of certification.

15.1 CERTIFICATION FEE:

Effective July 1, 2009, a fee of \$25.00 per Intermediate Certificate, \$35.00 per Advanced Certificate, \$50.00 per First-Line Certificate, and \$100.00 per Command/Executive Certificates must be received before certification can be issued. Payment can be made in the form of an agency check, purchase order, or money order. Payment must accompany the application.

15.2 CERTIFICATE CRITERIA:

The Training and Recruiting Division will accept certificates of completion for credit toward an Advanced Certificate.

A. COLLEGE COURSE CREDIT:

College courses will receive the credit ratio of 15 advanced hours for each credit hour up to a maximum of 400 advanced hours. College course credits apply only to Advanced certification and above. Official copies of college transcripts are required. Without an official transcript, applications cannot be processed. Credit hours are given for college courses that are law enforcement related. CEUs will receive the credit ratio of 10 advanced hours for each CEU.

B. MILITARY COURSE CREDIT:

Military advanced level courses related to law enforcement are allowed for advanced credit for Advanced certification and above at an hourly ratio of one-to-one. Training hours must be noted on the training certificate for credit or on an official training transcript.

C. IN-SERVICE TRAINING:

NMDPS accredited in-service training will be accepted based upon the accredited course hours. Other New Mexico in-service training will be accepted only with evidence submitted that a test was administered and passed and a certificate of completion was issued.

D. RANK REQUIREMENTS:

Certificates at the First-Line Supervisor and above levels require that the prerequisite rank was held for at least one year prior to the time the application.

Documentation indication date(s) of promotion must be included with the

application packet. Non-traditional rank designations will be reviewed for equivalency to ranks designated for applicable certificates.

- E. OUT OF STATE:
Only Course certificates clearly indicating the hours of training received will be accepted.

15.3 ADVANCED CERTIFICATION CRITERIA AND GUIDELINES

- A. INTERMEDIATE (Minimum of 200 cumulative hours required)
 Two years experience, non-probationary status at time of application
 200 cumulative hours of advanced police training (beyond basic and maintenance training)
- B. ADVANCED (Minimum of 400 cumulative hours required)
 Four years experience, non-probationary status at time of application
 400 cumulative hours of advanced police training and/or formal education (beyond basic and maintenance training)
- C. FIRST-LINE SUPERVISOR (Minimum of 500 cumulative hours required)
 Must have held rank of Corporal or Sergeant with one year in rank
 Completion of a DPS accredited First Line Supervisor course (40 hours minimum)
- D. COMMAND (Minimum of 700 cumulative hours required)
 Must have held rank of Lieutenant with one year in rank
 100 hours of management training and/or formal education.
- E. EXECUTIVE (Minimum of 800 cumulative hours required)
 Must have held rank of Chief, Assistant Chief, Sheriff, Under-Sheriff, Director or Deputy Director with one year in rank OR,
 Majors and Captains who report directly to department head and have one year in rank.
 200 cumulative hours of management and/or administrative training and/or formal education.