

**12 NCAC 10B .1406      HOW TO APPLY**

- (a) All applicants for an award of the basic, intermediate or advanced reserve officer certificates shall complete an "Application: Reserve Deputy Sheriff Professional Certificate/Service Recognition", (F-6R).
- (b) Documentation of training shall be provided by copies of training records signed by the agency's training officer or department head, or by providing certificates of completion.
- (c) Verification of the applicant's length of service as a reserve deputy sheriff as required in 12 NCAC 10B .1402(b)(1) shall be documented by providing certified letters, signed by the employing sheriff or his/her authorized designee.
- (d) The applicant shall submit the application to the agency head who shall attach his/her recommendation and forward the application to the Division. Certificates shall be issued to the agency head for award to the applicant.

*History Note:*      *Authority G.S. 17E;*  
                          *Eff. August 1, 2000;*  
                          *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. March 6,*  
                          *2018.*