



# Board of Peace Officer Standards and Training

1600 University Avenue, Suite 200, Saint Paul, MN 55104

(651) 643-3060 | [www.mn.gov/post](http://www.mn.gov/post)

## REQUEST FOR LICENSE

A completed application and \$90 nonrefundable licensing fee must be submitted prior to the first day of employment.

To be completed by the Chief Law Enforcement Officer:

Applicant's Name (Last, First, Middle)			Employment Start Date
Date of Birth	<input type="checkbox"/> Male <input type="checkbox"/> Female	Social Security Number	Applicant's Email Address
Agency Name			Is this person the new agency CLEO? <input type="checkbox"/> Yes <input type="checkbox"/> No

1. A background investigation meeting the requirements of MN Rule 6700.0670 was completed on \_\_\_\_\_, which is within six months of today's date.
2. A psychological evaluation of the applicant, meeting the requirements of MN Rule 6700.0675, was completed on \_\_\_\_\_, which is within one year of the applicant's start date.

Name of licensed psychologist/License #: \_\_\_\_\_ Did psychologist recommend hiring? \_\_\_\_\_

3. Check one:

- Applicant meets all current minimum selection requirements in MN Rule 6700.0700; or
- Applicant does not meet all current requirements but qualifies for the limited exemption of minimum requirements identified in MN Rule 6700.0700 Subp. 1A because all of following are true:
  - the applicant was enrolled in a PPOE or this agency's training program before January 1, 2023;
  - the applicant completed the PPOE program and passed the licensing exam before Dec. 31, 2028;
  - the conduct that would otherwise disqualify this applicant occurred before June 1, 2023;
  - the applicant meets the minimum selection requirements which are not eligible for exemption; and
  - this agency maintains documentation of the applicant's qualifications for the exemption.

4. Applicant's fingerprints were submitted to the BCA and the FBI;
5. Applicant will receive and complete instruction on the use of force, deadly force, and the use of firearms before this agency issues a firearm or otherwise authorizes the applicant to carry a firearm as a law enforcement officer, in accordance with MN Statute 626.8452, subd.2;
6. Applicant has completed, or will complete within 6 months of becoming a licensed peace officer in Minnesota, training equivalent to or exceeding the requirements for emergency medical responder registration under MN Statute 144E.27, subd. 2(1)-(2); and
7. The required fee is submitted with this application by:
  - This agency via a check
  - This agency via an online payment
  - The applicant via attached check

**AFFIRMATION OF THE CHIEF LAW ENFORCEMENT OFFICER:** I affirm that all the above information is true and documented in this agency’s files, and that the employment of this applicant for licensure meets the requirements of MN Statute 626.84 and MN Rules, Chapter 6700.

<b>Print Chief Law Enforcement Officer’s Name</b>	<b>Title</b>	<b>Date</b>
<b>Chief Law Enforcement Officer’s Signature</b>	<b>Phone and Email</b>	

**MUST BE COMPLETED BY APPLICANT:**

**I attest that:**

- I have not violated any of the standards of conduct identified in MN Rule 6700.1600;
- I will notify the POST Board and to my chief law enforcement officer, within 10 days of the occurrence, any time I engage in conduct that violates the standards of conduct and any time I am arrested in any jurisdiction.
- I understand the POST Board will send licensure notifications to the email address I have provided for my POST license record.
- I will comply with the requirements for law enforcement officers identified in MN Statute 626 and MN Rule Chapter 6700;
- I have read and understand the data practices notice below.

**Use of data collected by the POST Board on this form**

- *This application will help POST Board staff determine your eligibility for a peace officer license.*
- *Certain licensee data is classified as public data under MN Statute 13.41, subd. 5.*
- *Though your licensure application is considered public data once you become licensed, certain information on that form is still classified as private data. That information is as follows:*
  - *Your social security number, protected by federal law and MN Statute 13.355;*
  - *Your home address, classified as private data under MN Statute 13.41, subd. 3 and*
  - *Your personal telephone numbers and email addresses, which are classified as private data under MN Statute 13.41, subd. 3.*

*This private data will not be released except to you, employees of the POST Board whose duties regularly require access to that data, those authorized by state or federal law to have access to the data, and those to whom you provide written informed consent authorizing disclosure.*

You are not legally required to provide any of the requested information. However, if you do not, we will not be able to process your application or determine your eligibility for being issued a peace officer license.

**Applicant’s Signature** \_\_\_\_\_ **Date** \_\_\_\_\_