

# Lake County Criminal Justice Selection Center

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<http://www.laketechnical.org/ips/>

Institute of Public Safety  
 1565 Lane Park Cutoff Rd  
 Tavares, FL 32778

## Equivalency of Training (EOT)

### Application Instructions:

For law enforcement, correctional or correctional probation officers in another state, a federal agency or the military, or a former Florida officer with more than a four year break in service, to obtain certification as an officer in Florida, without first attending a full basic recruit academy in Florida, they must (1) **successfully complete an EOT Evaluation** establishing that they attended sufficient basic training and were employed full time as an officer for at least 1 year in a job that ended no more than 8 years ago and; (2) **demonstrate proficiency in specific high-liability physical skills** (such as defensive tactics and firearms) and; (3) **pass the Florida State Officer Certification Examination (SOCE)**. Each step must be completed before progressing to the next. In order for us to evaluate your training and employment you must submit an application providing us with information, execute a waiver authorizing us to make inquiries, and pay a fee. We will then complete the evaluation and submit it to the Florida Department of Law Enforcement (FDLE) for acceptance. If you qualify, you will receive a Criminal Justice Standards and Training Commission (CJSTC) Form 76 by certified mail, showing your eligibility to proceed with the Proficiency Demonstration and the SOCE examination. To allow enough time for the evaluation, submit your application 6 weeks in advance of the date you intend to attend a Proficiency Demonstration course or take the SOCE. All information provided by applicants is subject to verification by investigators.

### How to Apply:

1. Complete the Equivalency of Training (EOT) Application. To qualify, your employment records must establish that you were employed as a full-time (40 hours per week) sworn law enforcement officer (authorized to bear arms and make arrests), or correctional officer or correctional probation officer, either by working for a single agency for one full year, or for two agencies for a cumulative of one full year within an eighteen-month period. Qualifying employment cannot include time spent in an academy, even if you were receiving pay while attending. There cannot be more than an 8 -year gap from the end of your most recent qualifying employment to the submission of your completed EOT Application. Employments that typically do not establish EOT qualification are seasonal, part-time, reserve (civilian or military), volunteers, military security forces, military vessel-boarding teams, etc. The addresses you provide must be complete and must be for the specific office that is authorized to provide verifications for training or employment. The application must be notarized. We verify all qualifications.
2. Execute the waiver we need to verify your training and employment, FDLE "Authority for Release of Information" (CJSTC Form 58), available on our web site. This waiver must also be notarized.
3. **(FORMER FLORIDA OFFICERS MAY SKIP THIS STEP)** Attach all documentation (course outline or syllabus and certificate of completion) showing that you completed training in all the required areas listed below for your discipline (law enforcement, corrections, or correctional probation). This training may be from your employer, an accredited college, or a certified state, local, or federal training academy.

Law Enforcement Comparable Training	Correctional Comparable Training	Correctional Probation Comparable Training
Law Enforcement Constitutional Law and Legal Issues	Correctional Legal Issues	Correctional Probation Officer Legal Issues
Report Writing	Report Writing	Report Writing
Interpersonal Skills	Interpersonal Skills	Interpersonal Skills
Firearms	Firearms	Firearms Familiarization
Defensive Tactics	Defensive Tactics	Defensive Tactics
First Aid or Equivalent	First Aid or Equivalent	First Aid or Equivalent
Vehicle Operations	Correctional Operations	Probationer Supervision
Law Enforcement Patrol		Caseload Management
Criminal Investigations		Information Systems Management
Traffic Crash Investigations		
Traffic Control and Stops		
Crisis Intervention		

4. An application is not complete and cannot be processed unless you include payment. Please make your check or money order payable to Lake Technical Center. Credit card payments may be taken over the phone.

**Cost:**   **Out-of-State Officers:**       **\$200.00**  
               **Former Florida Certified:**    **\$50.00**  
               **Military Police:**               **\$175.00**

5. Mail or deliver all the above to:

**Lake Technical Center, Institute of Public Safety**  
**Lake County Criminal Justice Selection Center**  
**1565 Lane Park Cutoff**  
**Tavares, FL 32778**

### **What Comes Next:**

When your evaluation is complete, you will be sent the Equivalency of Training CJSTC-76 Form by certified mail if you qualify. **You will then have 1 year from the date you receive that form to demonstrate your proficiency in the high liability subjects required for your discipline (law enforcement, corrections, or correctional probation) and pass the State Officer Certification Examination (SOCE).** We highly recommend that you also consider taking an examination preparation or review course in conjunction with proficiency demonstration. The Lake Technical Center: Institute of Public Safety offers the Comparative Compliance/Review course for Law Enforcement and Corrections (visit [www.laketech.com/ips/](http://www.laketech.com/ips/) for additional information). The Correctional Probation Officer Comparative Compliance/Review course is not available at the Institute of Public Safety at this time.

### **Notice**

As you are interested in seeking certification, we assume that you also intend to seek employment. Please be aware that the State of Florida has additional requirements you must meet to be employed as an officer:

- \* (Florida Correctional Probation Officers only) A bachelor's degree from an accredited college or university.
- \* Be at least 19 years of age.
- \* Be a citizen of the United States.
- \* Be a high school graduate or its equivalent.
- \* Not have been convicted of any felony, or of a misdemeanor involving perjury or false statement. Any person who, after July 1, 1981, pleads guilty or nolo contendere to or is found guilty of a felony, or of a misdemeanor involving perjury or a false statement, shall not be eligible for employment or appointment as an officer, notwithstanding suspension of sentence or withholding of adjudication.
- \* Never have received a dishonorable discharge from any of the Armed Forces of the United States.
- \* Have been fingerprinted by the employing agency.
- \* Have passed a physical examination by a licensed physician.
- \* Have good moral character.
- \* Successfully complete a background investigation.
- \* Complete basic recruit training (or *Equivalency of Training*).
- \* Pass the Florida State Officer Certification Examination (SOCE).
- \* Comply with continuing training or education requirements.
- \* In addition to the above, many agencies have specific standards related to driving history, prior drug use, your conduct while an officer, etc. All these areas will be covered by a thorough background investigation **that is NOT a part of this EOT Evaluation.** If you have questions about such standards or your ability to meet them, please contact the agency(s) where you intend to seek employment.

**FDLE has asked that you provide your social security number (SSN). The decision to provide your SSN is at your option, but failure to provide your SSN may result in a delay in processing your application or request. If you provide your SSN, FDLE will use it for purposes of identification, and may share the information with other agencies for the same purpose. FDLE's request for your SSN is authorized by state law because it is imperative for the performance of FDLE's duties and responsibilities pursuant to Section 119.071(5)(a)2.a.II, F.S.**