



## MUNICIPAL POLICE OFFICERS' EDUCATION AND TRAINING COMMISSION

8002 Bretz Drive  
Harrisburg, Pennsylvania 17112-9748  
[www.mpoetc.state.pa.us](http://www.mpoetc.state.pa.us)

### BASIC POLICE TRAINING GUEST INSTRUCTOR FORM

This form is to be used by certified academies to record non-certified guest instructors participating in basic police training classes.

#### CURRICULUM DETAILS

POLICE ACADEMY NAME		CLASS NUMBER	
CURRICULUM SECTION NUMBER AND TITLE		MPI CERTIFIED INSTRUCTOR NAME	INSTRUCTOR CERTIFICATION NUMBER
DATE AND TIME STARTED	DATE AND TIME ENDED		TOTAL HOURS TAUGHT

#### GUEST INSTRUCTOR DETAILS

LAST NAME		FIRST NAME		MIDDLE /INITIAL	
STREET ADDRESS			CITY/BORO	STATE	ZIP CODE
EMAIL			TELEPHONE		

SUMMARY OF RELEVANT QUALIFICATIONS

#### INSTRUCTIONS

Any individual who provides instruction to a basic class and who does not have a current Municipal Police Instructor rating to teach that class is considered a guest instructor. This form must be completed to record any instance of a guest instructor providing instruction to a basic training academy class.

\*\*A certified instructor must be identified in the top section of the form and the certified instructor is responsible for ensuring that all objectives and required topics are addressed by the guest instructor.

\*\*Include all requested identification and contact information for the guest instructor.

\*\*Include a summary of qualifications related to the specific block of instruction list above.

*This form may be typed or handwritten and must be retained by the academy and submitted to MPOETC with the final schedule.*

ACADEMY DIRECTOR NAME	ACADEMY DIRECTOR APPROVAL DATE
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