

## Equivalency Worksheet

- Did you submit a certified check or money order for \$300.00 (\$100.00 for inactive Florida-certified officers)? (Personal checks will not be accepted).
- Did you complete the Equivalency of Training Application and the FDLE "Authority for Release of Information" (CJSTC Form 58)? Go to the Forms page from the section on the left side of the screen. Both forms must be notarized and mailed or brought to our offices.
- Does your application include the exact dates of employment as a full-time law enforcement or corrections officer and position title?
- Does your application have complete addresses and phone numbers for your agency and training center? Please provide: faxes, emails, and contact names to expedite your process.
- Does your training documentation verify training in the 11 minimum primary areas (Please refer to Step 3 in the process)?
- Did you retain copies of the information that you submitted for an equivalency of training review?
- Did you provide proof of name? Two proofs of Identification is required (Driver's License, Social Security Card). If you have no middle name please put NMN in your Application.