

## Division of Criminal Justice Academy

### COURSE REGISTRATION FORM

(Mail or fax ALL registration forms to:)

Division of Criminal Justice Academy

P.O. Box 283

Sea Girt, New Jersey 08750

phone (732) 282-6060

fax (732) 974-7551

To assist in planning course enrollment and providing confirmation of enrollment, registrations should be submitted at least 30 days prior to course start date. **Please check course prerequisites prior to submitting registrations.** A copy of a certificate confirming successful completion of a Firearms Instructor Course must be submitted along with any registration for the Subgun Instructor Course or Assault Rifle Instructor Course.

For tuition courses, please submit an agency check or completed payment voucher with the registration or upon confirmation of course enrollment. **All course tuition payments should be mailed to the DCJ Academy office in Trenton.**

Written confirmation of course enrollment will be mailed prior to the course start date. **To attend courses, individuals must receive confirmation of enrollment from the DCJ Academy.**

COURSE: _____ Date(s): _____
---------------------------------

<b>APPLICANT INFORMATION</b> <i>(Please type or print clearly using black ink)</i>			
LAST NAME	FIRST	MI	EMPLOYMENT E-Mail ADDRESS
TITLE/RANK	SOCIAL SECURITY NO. (Required)	COUNTY	AGENCY ORI NUMBER (Required)
EMPLOYING AGENCY		HOME TELEPHONE NUMBER	
AGENCY MAILING ADDRESS		AGENCY TELEPHONE NO. (Direct Number or Extension)	
CITY/STATE/ZIP (zip code is required)		AGENCY FAX NO.	

SIGNATURE OF APPLICANT	DATE
SIGNATURE OF APPLICANT'S SUPERVISOR (Required)	TELEPHONE
NAME AND TITLE OF SUPERVISOR (Please type or print legibly) (Required)	DATE

**Subgun Instructor Course and Assault Rifle Instructor Course.** Candidates must provide a copy of a certificate confirming successful completion of a Firearms Instructor Course upon registration.

**Basic Course for Investigators.** Use dedicated registration form provided in following pages.

**Basic Course for Arson Investigators.** Use dedicated registration form provided in following pages.