

After you have logged in to the POST Data Gateway System, you will need to click on your "Demographics" to access the recertification training waiver form (see next page for location of the form button).

[Start](#) | [Training](#) | [Applications](#) | [Demographics](#) | [Help](#) | [Logout](#)

Peace Officer Training and Certification Start Page

Logged in as SAMPLE OFFICER with the security level of an Officer

You are currently logged on with a temporary password.

Change your password now to avoid user profile lock out.

P.O.S.T. Recertification Training Classes

[Logout](#) | [Profile](#)

The current time is 10:49 am. Your session will expire after 20 minutes of inactivity.

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Officer Certifications [New Record](#) [Active](#) [Update All Certifications](#)

Certification	Description	Certification Type	Status	Expires	View
Edit	PBLE2012O132892	BASIC LAW ENFORCEMENT	Basic	Active February 3, 2016	Certification Letter
Edit	PBJA060289S	JAILER	Basic	Active	Certification Letter

Employment History [New Record](#)

Agency	Rank	Start Date	End Date	Status
Edit Drop	GWINNETT COUNTY SHERIFFS OFFICE	PEACE OFFICER	February 3, 2012	Actively Employed in Law Enforcement
Edit Drop	GWINNETT COUNTY SHERIFFS OFFICE	JAIL OFFICER	November 19, 2005 February 3, 2012	Rank Change - Promotion

Mandated Training History

Date Completed	Course	Class	Hours	Location	Certification/Result
Edit Drop	02/03/12	BASIC LAW ENFORCEMENT TRAINING CRS.	View 408	GPSTC - ATHENS	Peace Officer Accompanying Letter
Edit Drop	02/17/06	BASIC JAIL TRAINING COURSE	BC 80	GWINNETT COUNTY POLICE ACADEMY	BMH01G

Training History [New Record](#) [Apply for Training Waiver](#) [Apply for Recertification Training Waiver](#)

Date Completed	Course	Class	Hours	Location	Certification
Edit Drop	07/23/15	UFR00F FIREARMS REQUALIFICATIONS	View 1	GWINNETT COUNTY SHERIFFS OFFICE	
Edit Drop	06/11/15	IYH00G HOSTAGE NEGOTIATIONS	View 8	LAWRENCEVILLE POLICE DEPT	
Edit Drop	04/30/15	DCD03G DOMESTIC VIOLENCE (GPSTC ONLINE)	View 1	GA. PUBLIC SAFETY TRAINING CENTER	
Edit Drop	04/30/15	DCD02G ELDER ABUSE (GPSTC ONLINE)	View 1	GEORGIA PUBLIC SAFETY TRNG CENTER POLICE	
Edit Drop	04/23/15	SGV00G OVERVIEW OF POST COUNCIL (RECERT REQ MNT)	View 4	P.O.S.T. COUNCIL	
Edit Drop	04/07/15	UFR00F FIREARMS REQUALIFICATIONS	View 1	GWINNETT COUNTY SHERIFFS OFFICE	
Edit Drop	03/31/15	IFM00F FIREARMS TRAINING (NOT REQUALIFICATION)	View 1	GWINNETT COUNTY SHERIFFS OFFICE	
Edit Drop	03/19/15	NSD02G DEFENSIVE DRIVING/NAT. SAFETY COUNCL	View 7	GA POST COUNCIL	
Edit Drop	03/19/15	IFM22G USE OF DEADLY FORCE	View 1	GWINNETT COUNTY SHERIFFS OFFICE	
Edit Drop	03/18/15	IEC04E C.P.R./A.E.D/FIRST AID	View 8	GWINNETT COUNTY SHERIFFS OFFICE	
Edit Drop	03/13/15	IYH00G HOSTAGE NEGOTIATIONS	View 16	LAWRENCEVILLE POLICE DEPT	
Edit Drop	03/03/15	NOC38G GCIC SECURITY & INTEGRITY	View 2	GWINNETT COUNTY SHERIFFS OFFICE	
Edit Drop	02/12/15	IYH00G HOSTAGE NEGOTIATIONS	View 6	LAWRENCEVILLE POLICE DEPT	
Edit Drop	01/20/15	IFM00F FIREARMS TRAINING (NOT REQUALIFICATION)	View 1	GWINNETT COUNTY SHERIFFS OFFICE	
Edit Drop	10/15/14	IDD00D DEFENSIVE TACTICS	View 5	GWINNETT COUNTY SHERIFFS OFFICE	
Edit Drop	10/15/14	IDM01G RESTRAINT DEVICES	View 3	GWINNETT COUNTY SHERIFFS OFFICE	
Edit Drop	10/14/14	IDA02D EXPANDABLE BATON INSERVICE	View 3	GWINNETT COUNTY SHERIFFS	

The "Apply for Recertification Training Waiver" button is located next to your training history on your demographics page. Click here to begin the process of applying for the Recertification Training Waiver.

Step 1: This screen will auto populate. Officers should update any fields that need updating.

Click "Save and Continue" to go to the next screen after all fields are complete.

Application for Recertification Training Waiver

Application Section Progress

For [Redacted]

Status : Pre Submit

Personal Information

Waiver

Supporting Documentation

Confirmation

Personal Information

Please complete all fields as required for this application. If you do not complete the required fields or attach required documents, you will not be able to submit this application. It is an interactive application and will indicate completion by topic areas. Once you have achieved 100% completion, you can submit.

Your attestation and your agency's attestation is a legal, digital signature for this application, and any falsifications will subject you to denial of your application, a POST investigation, and possible criminal prosecution.

Last Name * [Redacted]

First Name * [Redacted]

Middle Name * [Redacted] or specify I have a middle name

Suffix (if applies) Select One

Maiden Name [Redacted]

Are you a citizen of the United States? * Yes No

Social Security Number * [Redacted] - [Redacted] - [Redacted]

Date of Birth * [Redacted] / [Redacted] / [Redacted] (mm/dd/yyyy)

Race * [Redacted]

Height * [Redacted] ft [Redacted] in

Weight * [Redacted] lbs

Hair Color * [Redacted]

Eye Color * [Redacted]

Sex/Gender * Male Female

Current Home Address:

Street * [Redacted]

City * [Redacted]

State * [Redacted]

Zip Code * [Redacted] - [Redacted]

Primary Telephone * ([Redacted]) [Redacted] - [Redacted]

Cell Telephone ([Redacted]) [Redacted] - [Redacted]

Other Telephone [Redacted] [Redacted] - [Redacted]

Save and Continue

Required fields are highlighted and marked with *

Application for Recertification Training Waiver

Application Section Progress

For [Redacted]
Status : Pre Submit

Personal Information

Waiver

Supporting Documentation

Confirmation

Recertification Training Waiver

Annual Training Dashboard

	2015	2014	2013	2012
Firearms	1	1	1	1
Deadly Force	1	1	1	1
Total Training	22	42	31	722

Career

Recertification Dashboard

BASIC LAW ENFORCEMENT Hours This Period

P.O.S.T. Block	4
Elder Abuse	2
Domestic Violence	2
Eyewitness ID	0

3 months, 22 days until required on February 1, 2016

IMPORTANT NOTE: Training Hours must be made up prior to submission of the waiver request form.

Waiver Type *

Recertification Training Waiver

Select applicable request below. Some requests do not require fees. If you are uncertain about the amount of your waiver, please call the POST Help Desk at (770)-732-5604 or e-mail at helpdesk@gapost.org to verify your amount prior to remitting your fee. All fees must be submitted with waiver request form. (Certified check or money order ONLY) Normal processing of waivers is 7-10 days. Rush processing is available for additional fee. If you wish to pay for this waiver using a debit or credit card, you can go to web link <https://www.gpostc.org/rtt/order.php>

Fees *

\$50.00 RUSH Processing Fee [non-refundable] Guarantees processing in no more than two (2) business days for complete and approved 1st waiver requests ONLY.

Save and Continue

Dashboard will indicate any deficient years or deficient topics for recertification as shown to the left. Deficiencies will appear in **red**.

Step 2: Select the type of waiver that you are eligible for in the pull down menu labeled "Fees" below. Military waivers do not have to make up any deficient training years, but will have to make up deficient training topics for recertification. Medical and recertification waivers have to make up all deficient training. Recertification waivers have a fee of \$50 applied. Fee is non-refundable.

If the officer wishes to pay additionally to have the waiver processed within two business days, the Rush Fee processing option is available by clicking on the box next to the "\$50 Rush Processing Fee" option.

Once the fee choices have been made. Click on the "Save and Continue" button.



Application for Recertification Training Waiver

Application Section Progress



For

Status : Pre Submit

Personal Information

Waiver

Supporting Documentation

Confirmation

Attestation

Approval Information

Recertification Training Waiver Annual Training Dashboard

	2015	2014	2013	2012
Firearms	2	1	0	0
Deadly Force	2	1	0	0
Total Training	262	36	0	0

Career

Recertification Dashboard

CORRECTIONS OFFICER

Hours This Period

Recertification required topics incomplete **0**

3 years, 5 months, 13 days until required on April 2, 2019

IMPORTANT NOTE: Training Hours must be made up prior to submission of the waiver request form.

Explanation *

test

Update Explanation

Next Step

Required fields are highlighted and marked with *

After an explanation has been entered, the "next step" button will appear. If your application is complete (100% including any necessary supporting documents), please click the next step and attest to this waiver.

[Logout](#) | [Profile](#)

The current time is 2:16 pm. Your session will expire after 20 minutes of inactivity.



Application for Recertification Training Waiver

Application Section Progress



For

Status : Pre Submit

Personal Information

Waiver

Supporting Documentation

Confirmation

Miscellaneous Uploaded Documentation

Description * No file chosen

None

Uploads of proof that the required training has been made up or uploads of other necessary documents, such as certificates of completion, physician's excuses (must include dates of treatment & release to full and unrestricted duty date), or military documents (DD214 or military orders), may need to be uploaded. Agency administrators can upload these documents for you. If you are not employed by an agency, you can e-mail your scanned documents to POST by e-mailing scanned documents along with your Officer Key # to helpdesk@gapost.org or faxing to (770)-732-5952 and request these documents to be uploaded to your waiver.

Required fields are highlighted and marked with *

Please upload any documents (training certificates, medical excuses/releases, DD214s/military orders, etc) for your waiver in this section. Enter description of the document, choose the saved pdf file of the document, and click on "Upload file" here. When finished, click on the confirmation button on the menu on the left hand side of the screen.

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The current time is 10:55 am. Your session will expire after 20 minutes of inactivity.

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Application for Recertification Training Waiver

Application Section Progress



For [Redacted]

Status : Pre Submit

Personal Information

Waiver

Supporting Documentation

Confirmation

Attestation

Approval Information

Candidate Attestation

I have personally reviewed this application regarding ALL INFORMATION provided by me. I attest and affirm that the information provided in this application is complete and correct to the best of my knowledge.

Application to be completed on October 19, 2015 at 2:18 pm

Are you currently employed with a LE Agency? * Yes No

-- or --

Return for corrections

Reason for Return*

Required fields are highlighted and marked with *

If the officer is ready to attest, please be sure to answer this question. If the officer is employed with an agency, please click "yes" & then click "Submit and Continue". The officer's employing agency will also have to attest to the application. The application will not be processed until the officer's employing agency has attested to this waiver application.

If the officer is not employed with an agency, please answer "No" to this question and click on "Submit and Continue" to complete the application.

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The current time is 2:18 pm. Your session will expire after 20 minutes of inactivity.

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Application for Recertification Training Waiver

Application Section Progress



For [Redacted]

Status : Candidate Attested

Personal Information

Agency Attestation

As the agency head (or designee for the agency head), I have reviewed this application regarding ALL INFORMATION provided by the candidate. I attest and affirm that the information provided in this application adhere to the requirements set forth by the Georgia Peace Officer Standards Training Council.

Application to be completed on October 19, 2015 at 2:24 pm



Waiver

Submit and Continue

Supporting Documentation

Required fields are highlighted and marked with *

Confirmation

Attestation

Approval Information

[Logout](#) | [Profile](#)

If the officer is employed, the officer will need to have their employing agency attest to their Recertification Waiver application. An agency administrator for the the employing agency will have to attest by clicking on "Submit and Continue"

Once the agency attestation is complete, the application will be in the queue for processing by GA POST Council.

To check the status of your application, you can click on Approval information or see the status on your demographics under the section titled "Applications for Recertification Training Waiver."

The current time is 2:24 pm. Your session will expire after 20 minutes of inactivity.

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