

ADMINISTRATIVE DIRECTIVES FOR SECURITY OFFICER'S TRAINING CERTIFICATION IDENTIFICATION CARD

To obtain a **Security Officer's Training Certification Identification Card** you must complete the following requirements:

- 1) A security officer's identification application (DPS-135-C);
- 2) One (1) color photographs, 2" x 2" (passport style, blue or white background);
- 3) One (1) green-State of Connecticut Applicant fingerprint card;
- 4) The following **fees** will apply;
 - a. Application fee (\$100.00);c
 - b. FBI background inquiry (\$13.25);
 - c. State of Connecticut background inquiry (\$75.00)
- 5) Copy of current Connecticut Drivers License;
- 6) Papers of Naturalization, if applicable;

Three (3) separate checks or money orders are needed for the above identification card. The fee for the application must be made payable to the Treasurer, State of Connecticut.

You will not be able to work in the capacity of a security officer until you have your identification card in hand. All applications and fingerprint cards must be **legible** or they will be returned. All incomplete or incorrect application packets will be returned.

Should you have any questions, or require anything further, please do not hesitate to contact our office at (860) 685-8046.

**Please submit application packets to the following address:
Department of Emergency Services and Public Protection
Special Licensing & Firearms Unit
1111 Country Club Road
Middletown, CT 06457**