APCO Institute
APCO's Training & Certification Division

351 N. Williamson Blvd.
Daytona Beach, FL 32114-1112

386-322-2500
386-239-8397 Secure Fax

APCO Institute Instructor Upgrade Form

Instructor Name: _____

Agency Name (no abbreviations): _____

Agency Address: _____

City/State/Zip: _____

Daytime Phone: _____ APCO Membership #: _____

Email Address: _____

I am currently certified as an APCO Institute Instructor in the most current edition of
(Attach copies of certificates for each course)

- ❒ Public Safety Telecommunicator 1
- ❒ Communications Training Officer
- ❒ Fire Service Communications
- ❒ Emergency Medical Dispatcher
- ❒ Law Enforcement Communications

I wish to be certified as an instructor in the most current edition of
(Attach copies of certificates for each course)

- ❒ Public Safety Telecommunicator
- ❒ Communications Training Officer
- ❒ Fire Service Communications
- ❒ Law Enforcement Communications
- ❒ Emergency Medical Dispatch (Must have hold EMD Certification for a minimum of one year)

Request for upgrade will not be processed if you do not hold the most current edition of student or instructor course(s)

UPGRADE FEE: $159.00 per upgrade (*Members*) / $169.00 per upgrade (*Non-Members*)

(*Includes instructor certificate and access to instructor resources*)

For expedited processing within 48 hours of receipt, please provide an additional $50.00 in addition to upgrade fee

Method of Payment: (U.S. funds only) Check Purchase Order(Attach Copy)/**New Jersey-Original Purchase Order.**
Credit Card(Check one) VISA Mastercard Discover Amex
****Credit Card payment by secure fax, phone, or mail only****
Card#:_____ Exp:_____

Name on Card:_____ Cardholder's Email:_____

Cardholders Address:_____

DIGITALLY SIGN THE Agency Instructor Agreement and RETURN INSTRUCTOR UPGRADE PAPERWORK TO:

Email to: **recerts@apcointl.org**

Credit Card payment by secure fax or mail only:
Secure Fax (386) 239-8397

APCO International
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