

**CONTINUATION OF SERVICE  
REACTIVATION OF NM CERTIFICATION  
PAPERWORK CHECKLIST**

The following documents must be submitted for approval and verification of eligibility to be recognized as not having a break in service and re-activation of your NM Law Enforcement Certification. **Incomplete applications will be returned.**

**ITEMS REQUIRED BY ALL APPLICANTS**

- Letter** addressed to the Director requesting approval of recognition of no break in law enforcement service and re-activation of NM Certification.
- Form No. LEA-6** – Criminal History Affidavit.
- Form No. LEA-11A** – Employment History Form.
- Form No. LEA-13A** – Training Status Verification Form (One per employing agency must be submitted).
- Copy** of any P.O.S.T. or Federal certified training transcript. (if available)
- Copy** of all advanced training certificates and in-service training certificates completed.

Mail Entire Packet to:  
New Mexico Department of Public Safety  
Training Center, DPS/TRD  
4491 Cerrillos Road, Santa Fe, NM 87507

**DPS Use Only:**

Review by: \_\_\_\_\_ Date \_\_\_\_\_

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 Incomplete - Returned to applicant      Date returned: \_\_\_\_\_

Complete - Forwarded to Deputy Director      Date forwarded: \_\_\_\_\_

**Computation of Training Hours:**

Basic Academy Hrs \_\_\_\_\_ Advanced/In-service Hours \_\_\_\_\_ Experience: \_\_\_\_\_

Total Hours: \_\_\_\_\_

Director Approval      By: \_\_\_\_\_ Date Approved \_\_\_\_\_

Director Rejected      By: \_\_\_\_\_ Date Rejected \_\_\_\_\_

Date notification sent to applicant: \_\_\_\_\_