

TYPE OF CERTIFICATION	ISSUANCE REQUIREMENTS	EXPIRES	RENEWAL REQUIREMENTS
911 Telecommunicator	Automatically issued when person completes the 911 Basic Telecommunicator Course	Expires 2 years after employment ends	Renewal not required
Annual Handgun Qualification	Submit qualification record to LET through Workforce Portal. Minimum score of 38 required. Note: Instructor of record must be commission recognized.	Annually on December 31st	Submit re-qualification record to LET through Workforce Portal. Minimum score of 38 required. Note: Instructor of record must be commission recognized.
Canine Team (All Types)	Request for certification must be made through Workforce Portal, which requires submission of completed Canine Team Certification Form .	Expires in 1 year plus 1 month after issuance or renewal	Request for renewal must be made through Workforce Portal, which requires submission of completed Canine Team Certification Form .
Canine Evaluator/Instructor	Request for certification must be made through Workforce Portal, which requires submission of completed Canine Instructor Certification Application .	Expires 3 years after date of issuance	Request for renewal must be made through Workforce Portal, which requires submission of completed Canine Instructor Certification Application .
Canine Judge	Request for certification must be made through Workforce Portal, which requires submission of completed Canine Judge Certification Application	Expires 5 years after date of issuance	Request for renewal must be made through Workforce Portal, which requires submission of completed Canine Judge Certification Application
Computer Voice Stress Analyzer	Procedures have not changed – see https://sdlegislature.gov/Rules/Administrative/21638 for additional information		
D.A.R.E. Instructor	Automatically issued when the person completes the 80-Hour D.A.R.E. Officer Instructor Course	Expires 2 years after date of issuance	Request for renewal must be made through Workforce Portal, which requires submission of completed SD DARE School Information Sheet .
Enhanced Conceal Pistol Use of Force Instructor	Automatically issued when the person completes the Enhanced Concealed Pistol Use of Force Course	Expires on the last day of the twenty-fourth calendar month on the certificate of completion.	Application must re-do initial application process and re-attend Enhanced Concealed Pistol Use of Force Course.

Firearms Instructor	Automatically issued when the person completes an approved Handgun Instructor Course and an approved Instructor Development Course	Expires 4 years after the issuance date.	Automatically renewed if applicant completes a minimum of 24 hours of approved Firearm Instructor Continuing Education
Law Enforcement Officer	Automatically issued when person completes the Basic Law Enforcement Certification or Law Enforcement Reciprocity Course	<p>Expires 2 years after employment OR On December 31st of the calendar year if officer does not complete annual handgun qualification OR On December 31st of even number years if the officer does not complete all continuing education requirements. OR <i>On the 4-year date from the last Domestic Violence training.</i></p> <p><i>Note: The 2-year training cycle begins on January 1st of the odd number year and expires on December 31st of the following even numbered year.</i></p>	<p>Automatically renewed if all the following training requirements are met:</p> <ul style="list-style-type: none"> • Qualify annually with duty handgun • Complete a minimum of 36 hours of continuation training every 2-year continuing education cycle. • Complete a minimum of 2 hours of Mental Health/Crisis Response training every 2-year continuing education cycle. • Complete a minimum of 2 hours of Use of Force/Response to Resistance training every 2-year continuing education cycle. • Complete Domestic Violence training every 4-years
Polygraph	Procedures have not changed – see https://sdlegislature.gov/Rules/Administrative/159 for additional information		

Reserve Law Enforcement Officer	Automatically issued once the application is approved and Reserve Officer Training Record is approved. Minimum of 100 hours in identified categories is required.	<p>Expires 2 years after employment OR On December 31st of the calendar year if officer does not complete annual handgun qualification OR On December 31st of even number years if the officer does not complete all continuing education requirements. OR <i>On the 4-year date from the last Domestic Violence training.</i></p> <p><i>Note: The 2-year training cycle begins on January 1st of the odd number year and expires on December 31st of the following even numbered year.</i></p>	<p>Automatically renewed if all the following training requirements are met:</p> <ul style="list-style-type: none"> • Qualify annually with duty handgun • Complete a minimum of 36 hours of continuation training every 2-year continuing education cycle. • Complete a minimum of 2 hours of Mental Health/Crisis Response training every 2-year continuing education cycle. • Complete a minimum of 2 hours of Use of Force/Response to Resistance training every 2-year continuing education cycle. • Complete Domestic Violence training every 4-years <p><i>In addition, Reserve officers must work at least 96 hours per calendar year.</i></p>
School Sentinel	Automatically issued when person completes the 80-hour School Sentinel Course	Expires 1 year from the date of date.	<p>Automatically renewed if all the following training requirements are met:</p> <ul style="list-style-type: none"> • Qualify annually with duty handgun • Complete a minimum of 8 hours of continuation training annually IAW SDAR 2:01:16:10

Terminal Operator	Automatically issued when a person completes a NCIC Limited or Full Access class.	Expires 2 years from the issuance date.	Automatically renewed when person passes the NCIC Limited Access Recertification Test.
TPR/UOF Instructor	Automatically issued when a person completes the TPR/UOF Instructor Course held by LET. If person attends the same course held by a different provider, agency must request certification through the workforce portal.	Expires 3 years from the date of issuance.	Certification is renewed if a person completes a TPR/UOF Instructor Refresher Course held by LET. If person attends a refresher course held by a different provider, agency must request certification through the workforce portal.