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NATIONAL CERTIFICATION PROGRAM

New Policies Announced

There are new policies for the National Certification Program (NCP) which may impact you and your course's certification. On August 27, 2015 the IADLEST Executive Board met to discuss the current policies surrounding how courses could be housed online, how records will be maintained for officers, and how courses which are certified can utilize the IADLEST Seal for their Certificates of Completion. IADLEST has also created a derivative Certification mark to enhance the marketing efforts of training providers.

To benefit as many providers as possible and to ensure training data is being collected for the officers' portable training record, the following policies were discussed and approved. These policies were crafted with feedback from several providers and are designed to make the new NCP rules more appealing for everyone involved.

The National Certification Catalog Updates

- Online providers must host their content in the National Training Catalog on FirstForward®, however now they may also host IADLEST certified content on their own Learning Management System (LMS).
- All Providers must have an account on FirstForward®, which provides the framework for the IADLEST National Training Catalog.
- All courses being certified must have a separate entry so they are included in the National Training Catalog. All courses must include a **name**, **description** and **image** while In-Person and Classroom courses must provide **location**, **time** and a **link** for more information about the course.

Portable Training Record Updates

- The new Portable Training Record for officers will house all student records for completed certified courses. Completion rosters must be uploaded to FirstForward®. These are only for courses <u>NOT</u> taken via National Training Catalog. A fee will be assessed per officer record added and those fees are outlined below in the PROVIDER ROSTER FEES section. The process for uploading roster information will be announced soon on http://iadlest-ncp.org.
- IADLEST is offering an incentive for online providers who support the National Portable Training Record database. Providers, who submit their complete (certified and non-certified completion records) officer training data to the database via an initial training data upload to FirstForward®, will be allowed to "grandfather" officer records for those individuals submitted. No fees will be assessed for <u>these officers'</u> certified course records submitted for a period of 3 years.
- No fee will be charged for any non-certified course record uploaded to the Portable Training Record database. We believe providers have the power to provide an invaluable service to the industry by helping IADLEST to create the most comprehensive and portable National training record for officers.

Marketing for Providers Updates

- Providers can now market their content using a new logo which signifies the course is certified by IADLEST. The guidelines for the marketing and the new logo can be found at http://iadlest-ncp.org/iadlest-certified.

PROVIDER ROSTER FEES

The following is the fee structure for an individual provider. The costs are broken down by type of course and deliver mechanism.

Online course offered through the National Training Catalog on FIrstForward®	No additional cost to provider
Online course taken on a provider's LMS	$2.50 / student / year (unlimited certificates for that year)
Classroom or In-Person course – Certificates	$2.50 + ($0.25 x credit hours) / student / course (maximum charge is $15.00 / student / course)

EXAMPLES

Online course offered through the National Training Catalog on FIrstForward®

A provider will pay no additional fee for any online course taken through the National Training Catalog on FirstForward®.

Online course taken on a provider's LMS

IADLEST certified online courses taken from a provider's LMS by 10 students in a particular month will cost the provider $25.00. This fee supports the generation of student accounts, IADLEST certificates, student surveys and annual hosting of the record.

If in the next month 20 students take a different IADLEST certified course from the same provider where 10 of the students had previously taken an IADLEST certified course. The provider's cost will again be only $25.00. The charge will be for the 10 new students who had not been previously reported at least once within the year.

Classroom or In-Person course – Certificates

A 10 hour IADLEST certified classroom course which has 10 students completing the course will cost the provider $5.00/student ($2.50 + $0.25 x 10 hours). The fee for the provider would be $50.00 to add the 10 student records to the NCP framework on FirstFoward®. This fee supports the generation of student accounts, IADLEST certificates, student surveys and annual hosting of the record.

If one of the same students were to retake the same course or take another 10 hour IADLEST certified course from the provider it would cost them an additional $5.00 for the student to provide the information and obtain the official IADLEST Certificate of Completion.

The data will be made available to POST organizations as the authoritative data source for Nationally Certified Training.

If you would like more information, please contact Mike Becar at mikebecar@iadlest.org.