

COUNTY SHERIFFS

Certification Program for Oklahoma Sheriffs and Employees

County Training Program Oklahoma Cooperative Extension Service Oklahoma State University

Background

In 2001, the Oklahoma Sheriffs Association and the County Training Program adopted a Certification program for County Sheriffs, their deputies and employees. Upon recommendation of the Sheriff's Education Committee, four courses were selected to begin the initial or basic Certification Program. In January of 2007, the program was amended by deleting the "Statute Reference and Legislative Process" course and adding the "Treasurer's and Sheriff's Tax Warrants" course in its place.

Certification Program

Initial Certification Courses (Level 1):

Course 1 County Budget Process	12 Hours
Course 2 Purchasing Procedures	12 Hours
Course 3 Treasurer's and Sheriff's Tax Warrants	6 Hours
Course 4 Managing Personnel in an At-Will Organization	12 Hours

These courses have been approved for C.L.E.E.T. accreditation

The grandfather date for certification of County Training courses was July, 2001. C.L.E.E.T. hours were granted after January 1, 2002. A special form is signed by sheriff officials and employees completing the courses and will be sent to C.L.E.E.T.

Awarding of Certificates

Certificates will be awarded at the Sheriff's Association annual conference. A certificate will be presented to the County Sheriffs and Deputies who have completed the above courses. In addition, any sheriff or deputy who completed the original four courses before January 1, 2008 is entitled to a certificate.