

NTOA Training Course Request Form

A	Co-Host Information	NTOA Membership #	Date:
	Agency Name:		
	Primary POC:		
	Phone:	W:	Cell:
	Email:		Pager:
	Fax:		
	Shipping Address:		
	City:		State:
	Zip:		
B	Proposed Training Dates	First Choice:	Second Choice:
C	Title of Course (see web site for descriptions): Patrol Response to Active Shooter – Instructor Certification		
D	Logistical Requirement		
	Type Course	Classroom	Practical Areas
	Tactics	Required	Required
	Seminar	Required	N/A
	Symposium	Required	N/A
	Open <input type="checkbox"/>	How many students does co-host wish to send to course? (Reference above for class sizes.)	
	Closed <input type="checkbox"/>	PO # Required Course will not appear on schedule until the signed agreement is received at NTOA HQ.	
	See http://www.ntoa.org/training/courses/listings.shtml for more information.		
E	Marketing:	Are you able to assist in marketing course (teletypes, faxes, phone calls, etc.)?	Yes/No
F	The NTOA's ability to provide a comprehensive cost effective training program hinges on the co-host agency's ability to share in logistical requirements of the training. The NTOA does not have elaborate training facilities so it relies completely on the co-host agency to provide the following ::		
	1.	Adequate classroom space with tables and chairs	
	2.	Audio Visual Equipment a. Multi-media projector, large screen (at least 6x6) b. 2 VCRs with cables to hook to multi-media projector c. Marker boards or flip charts with extra dry erase markers	
	3.	Adequate facilities for rapid deployment movement tactics	
	4.	Practical training and exercise areas such as abandoned homes, office buildings or schools	
	5.	Simunitions weapons and ammo support	
	6.	Other special requirements if necessary, such as: paramedic support, and exercise controllers.	
	7.	Other requirements based on specific course needs	
G	NTOA will be pleased to provide your agency with a proposal for this training, but we must have all the information requested above. After completing this form, please click on "submit" below. An NTOA training coordinator will contact you shortly.		