

Mansfield University

ACT 235 LETHAL WEAPONS TRAINING



CERTIFICATION FOR:

Security guards
Armored truck guards
Alarm response guards
Night watchperson
Private investigators

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Lethal Weapons Training

PA Act 235 mandates that all privately employed security personnel who utilize any type of lethal weapon must be certified by the Pennsylvania State Police. It additionally mandates that this certification must be renewed every five (5) years.

Legislative Findings and Purpose

The General Assembly found that there were private detectives, investigators, watchmen, security guards and patrolmen, privately employed within the Commonwealth, who carried and used lethal weapons, including firearms, as an incidence of their employment and that there were various tragic incidents involving these individuals which occurred because of unfamiliarity with the handling of weapons.

The purpose of PA Act 235 is to provide for the education, training, and certification/re-certification of such privately employed agents, who as an incidence to their employment, carry lethal weapons, through a program administered and approved by the Commissioner of the Pennsylvania State Police.

Re-certification

Application shall be made every five years on a form supplied by the Commissioner of the Pennsylvania State Police.

Renewal applications shall be made within 6 months prior to the expiration of the current certification.

The necessary form shall be sent to the renewal applicant's last known address by the Commissioner at least 8 months prior to the expiration of the current certification, or can be obtained at any Pennsylvania State Police Station. Expired certificates are void.

--- APPLICATION PROCEDURE ---

Individuals who are currently certified in Pennsylvania or who retired within the past three years with a certification in Pennsylvania as a Police Officer, Sheriff, Deputy Sheriff, Attorney General Criminal Law Agent, or other Pennsylvania law enforcement officer (excludes Corrections Officers) may be eligible for waivers and should select the [Police/Law Enforcement Officer](#) link.

All other individuals should follow the instructions below to apply for initial certification as a Lethal Weapons Agent.

Step 1: Complete an online (Basic Applicant) application using the [TACS System](#). Log in as a First-Time User on the left side of the screen. If the system recognizes your information, you may be instructed to select the other option to log in with your existing profile, also on the left side of the screen. Once you are in the system select the Home Act 235 button and select the Basic Training Application. Scroll down to select "Start Application". Complete all required information on each screen and submit when you have finished. This will require a credit card payment of \$50.00.

Step 2: When you submit your application you will receive an automated email from [Identigo/Morphotrust](#) with instructions for scheduling your fingerprint session. You must be fingerprinted at one of the approved Identigo/Morphotrust [locations](#). You will not receive the results of your fingerprints, these will be forwarded directly to the Lethal Weapons Certification Unit for review.

Step 3: When you submit your application you will also receive a confirmation email from the Lethal Weapons Certification Unit with instructions to download and print the physical and psychological examination forms. You must undergo a physical and psychological examination at your own expense. The physicians must be PA licensed and the physicians must submit completed and signed forms to the Lethal Weapons Certification Unit.

WAIVERS: *Individuals who have completed comparable law enforcement training within the past five years may be waived of the academic training requirement. Individuals who have successfully qualified on a law enforcement firearms course within the past 12 months may be waived of the firearms training requirement. To request waiver consideration, please submit supporting documents to the Lethal Weapons Certification Unit at mpolethalweapcert@pa.gov or at the address listed below.*

PHOTOGRAPHS: *If you do not possess a valid PA driver's license or are an out-of-state resident you must, in addition to the steps above, submit two (2) passport size photos to the Lethal Weapons Certification Unit at the address below.*

**PA State Police
Lethal Weapons Certification Unit
8002 Bretz Drive
Harrisburg, PA 17112**

Step 4: Upon receipt of official notification you have been approved for training you should schedule training at an Act 235 certified school. A list of certified schools can be found on the [Certified Schools page](#). It is your responsibility to schedule the training after receiving the approval letter.

Step 5: Upon completion of training, [login to TACS](#) (click 'have an account' login using your last name, full birthday: MM/DD/YEAR, and the last four digits of your SSN) to submit the \$30.00 certification fee by credit card payment. **(We no longer accept checks or money orders.)**

Fee Breakdown:

Application Fee - paid in TACS	\$50.00
Fingerprint Fee - paid to MorphoTrust	\$22.60
Subtotal	\$72.60
Certification Fee - paid in TACS	\$30.00
Total Fees	\$102.60

Basic Training Course

Academic Module Total Hours - 26

- I. Course Administration 4 hours

- II. General Principles 18 hours
 - A. Legal Authority
 - B. Constitutional Restrictions
 - C. Principles of Justification
 - D. Pennsylvania Crimes Code
 - E. Limited Authority
 - F. Incident Investigation and Reporting
 - G. Testifying in court

- III Skills Training 4 hours

- A. Armed and Unarmed Defense (explanation, demonstration and practice)

Firearms Module Total Hours - 14

- I Introduction to Firearms 2 hours
- II. Handgun Familiarization 5 hours
- III. Introduction to Combat Shooting 2 hours
- IV. Handgun Combat Shooting-Qualifications 3 hours
- V. Shotgun-Introduction and Familiarization 2 hours

Renewal Training Course

Academic Renewal Module Total Hours -3

- I Pennsylvania Crimes Code
- II. Limits of Authority
- III. Justification
- IV. Examination

Firearms Renewal Module Total Hours - 5

- I. Handgun Combat Shooting-Familiarization
 - II. Shotgun Introduction and Familiarization
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LETHAL WEAPONS CLASS

**BASIC CERTIFICATION (40 Hours/Weekends)
OR
RECERTIFICATION (8 Hours-Saturdays)**

❖ Dates are tentative based upon enrollment

No refunds will be given less than one week prior to the start of the class.

Classes not meeting the minimum enrollment one week prior to the starting date of the program will be cancelled. Mansfield University retains the right to cancel or discontinue any scheduled program not meeting enrollment requirements. If the program is cancelled, all monies paid will be refunded to the funding source.

For additional information, contact:

Joshua Battin, Director
Lethal Weapons Training Program
Mansfield University
Doane Center 2nd Floor
65 Clinton Street
Mansfield PA 16933
(570) 662-4866/4974
OFFICE HOURS: Monday through Friday 9:00 A.M. – 4 P.M.

-----**DETACH & RETURN**-----

**REGISTRATION FORM
LETHAL WEAPONS TRAINING/RECERTIFICATION**

_____ **BASIC CERTIFICATION (\$375)** _____ **RECERTIFICATION (\$175)**

Class # _____ **Date** _____

Name _____

Address: _____

Social Security Number: _____

Daytime Phone # _____ **Evening Phone #** _____

E-mail Address _____

Please make check payable to Commonwealth University.

A copy of the approval letter (to take to the training) from the Pennsylvania State Police must be forwarded with this registration form or no later than the first day of class.

IMPORTANT FACTS TO REMEMBER

1. For your firearms portion of the training, bring your own weapon and ammunition - 150 rounds for recertification, 400 rounds for full course. Re-manufactured ammo is prohibited (no reloads).
2. A hip holster (specific to the weapon) and a durable belt (minimum width of 1 $\frac{3}{4}$ ") are required.
3. Please bring eye and ear protection (required.)
4. Shotguns and shotgun ammunition will be provided.
5. You must complete the agent application process delineated in step 1 of the Application Procedure page **prior** to attending the training. Sufficient time must be allowed for you to receive the approval for training letter from the PA State Police.
6. A copy of the letter of approval from the PA State Police must be provided to Mansfield University prior to the start of class.

If you have general questions, you may call this office at (570) 662-4866, or refer to the official Pennsylvania State Police website at www.lethalweapons.state.pa.us