

**6700.0600 LICENSING EXAMINATIONS.**

Subpart 1. **Application.** Licensing examinations will be offered at least four times each year. The board shall establish the examination schedules. An applicant for any of the licensing examinations shall submit a written application on a form provided by the board to be received by the board no later than two weeks before the scheduled date of the examination. An application shall be accompanied by the appropriate nonrefundable fee under subpart 2. Applications and all supporting documents for the peace officer licensing examination must be received by the board no later than two weeks before the day of the examination. In no cases shall applications and supporting documentation be accepted after the two-week deadline. The application and supporting documents are valid for one year from the date the application is received by the board.

Subp. 2. **Nonrefundable fee.** A nonrefundable fee shall be paid to the board before taking the following licensing examinations:

- A. peace officer licensing examination, \$105; and
- B. reciprocity examination, \$105.

Subp. 3. **Retaking examinations.** An applicant who fails an examination will be allowed to retake that examination two times, upon furnishing to the board a renewed written application and appropriate fee.

Subp. 4. **Remedial examination procedures.** A third or subsequent retake of the examination will require the applicant to submit a remedial training plan to the executive director for board approval. This plan must be directed at deficiencies indicated in previous examinations and must include, at a minimum, the following:

- A. training activities to be completed;
- B. evaluation process to be used in verifying satisfactory completion of the listed activities; and
- C. date of completion of all activities.

An additional written application and appropriate fee will be required for each administration of the examination.

Subp. 5. **Reinstate eligibility.** The eligibility for a person to take the examination in subpart 2 shall be void one year after the application to take the examination was received by the board. The fee and any supporting documents are invalid at the same time the application becomes invalid. In order to reinstate eligibility, the person shall comply with subparts 1 and 2.

**Statutory Authority:** *MS s 14.06; 214.06; 214.12; 626.843; 626.845; 626.863*

**History:** *14 SR 12; 18 SR 1961; 22 SR 1449; 40 SR 568*

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