

NEW BOWHUNTER EDUCATION INSTRUCTOR APPLICATION PROCESS

The following procedure is to be used in certifying new Bowhunter Education applicants. Please complete each of these steps in order.

ELIGIBILITY

All potential applicants must be at least 21 years of age, have knowledge and practical experience in bowhunting big game.

APPLICATION AND INITIAL SCREENING

Submit an instructor application to the Hunter Education Section in Pratt. This application may be obtained from a certified instructor, Wildlife and Parks employee or the Hunter Education Section in Pratt. All applicants will be subjected to a criminal background check (NCIC & KBI). Individuals with a criminal history may be denied certifications using these guidelines:

- a. Any felony conviction will be grounds for disqualification;
- b. Applications will be held without action pending the outcome of unresolved charges;
- c. If any conviction or judgement results in loss of the right to own firearms the applicant is disqualified;
- d. Any person who has been adjudged a sexual offender is disqualified;
- e. Recent criminal activity (within 2 years) is evaluated based upon the severity of the problem or upon the public's knowledge of the events and their attitude toward the individual concerned. Certification will be denied for individuals whose backgrounds could diminish their effectiveness as instructors or which might jeopardize the integrity of the hunter education program;
- f. Violation of any Wildlife and Parks law or regulation is evaluated based on its severity and its effect on the individual as a role model for the students. Recommendations from Department Law Enforcement personnel are weighed heavily in these cases.

FINAL CERTIFICATION

The training instructor is responsible for submitting an evaluation and recommendation for the pending instructor. The pending instructor will not be certified until this form is properly completed and returned to the Hunter Education Section in Pratt. The new instructor and his or her training instructor will be notified upon final certification.

BOWHUNTER EDUCATION INSTRUCTOR APPLICATION

OFFICE USE ONLY	INSTRUCTOR #:	STATUS:	CITY CODE:	TYPE:
	CERT DATE:	EXP DATE:	OCC CODE:	REG:
	NCIC CK:	KBI CK:	KDWP:	CO:

INTERNATIONAL BOWHUNTER EDUCATION CERTIFICATE # : _____
date issued: _____
name of issuing instructor: _____

Note: You must be at least 21 years of age. Mail to: Kansas Department of Wildlife and Parks ATTN.: Hunter Education, 512 SE 25th Ave., Pratt, KS 67124.

Have you ever been convicted of a felony? Yes No If convicted, explain _____

Have you ever been charged with domestic violence? Yes No If convicted, explain _____

Have you ever been adjudged a sexual offender? Yes No If convicted, explain _____

Have you ever been convicted of a wildlife violation? Yes No If convicted, explain _____

I consent to a criminal background investigation through the Kansas Bureau of Investigation and any other agencies as deemed necessary. Yes No Initials _____
Current year hunting license number (or lifetime number) _____

LAST NAME: _____ FIRST NAME: _____ MI: _____
ADDRESS: _____ CITY: _____ STATE: _____
ZIP CODE: _____ COUNTY ABBV: _____ GENDER: M F (circle one) RACE: _____
D.O.B: _____ OCCUPATION: _____ PHONE: () _____ - _____
() _____ - _____

SOCIAL SECURITY #: _____ e-mail address: _____

TEACHING OR VOLUNTEER EXPERIENCE: _____

HOW LONG HAVE YOU BOWHUNTED, PLEASE EXPLAIN YOUR EXPERIENCE? _____

If appointed as a Kansas Bowhunter Education Instructor, I will follow the course outline. I will comply with all program policies and procedures and will not knowingly issue a certificate to anyone who has not successfully completed the entire course. I further certify that all of the above information is true and correct.

APPLICANT'S SIGNATURE _____ DATE _____

Please Note: Criminal background checks are done on all applicants.

OFFICE USE ONLY	TRAINING INSTRUCTOR _____	INST #: _____
	PHONE NUMBER: _____	