

# NEW FURHARVESTER EDUCATION INSTRUCTOR APPLICATION PROCESS

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

## ELIGIBILITY

All potential applicants must be at least 21 years of age, pass a criminal background check, be a licensed hunter and have successfully completed the Kansas furharvester education course before submitting an application.

## APPLICATION AND INITIAL SCREENING

Submit an instructor application to the Hunter Education Office in Pratt. This application may be obtained from a certified instructor, Wildlife and Parks employee or the Hunter Education Office 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.

## ASSIGNMENT AND TRAINING

The Hunter Education Office in Pratt will assign an instructor number after he or she passes the background check. Instructor certification will not be issued until a recommendation is received from the applicant's area Natural Resource Officer.

## FINAL CERTIFICATION

Instructor manuals, certificate, patch and rocker, and teaching materials will be sent to the applicant upon certification.

# FURHARVESTER EDUCATION INSTRUCTOR APPLICATION

OFFICE INSTRUCTOR #: _____ STATUS: _____
USE NCIC CK: _____ KBI CK: _____
ONLY NATURAL RESOURCE OFFICER APPROVAL: _____

KANSAS FURHARVESTER EDUCATION CERTIFICATE # : \_\_\_\_\_

**Note: You must be at least 21 years of age and have complete the Kansas hunter education program before submitting this application. 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 furharvester license number (or lifetime number) \_\_\_\_\_

### YEARS OF FURHARVESTER EXPERIENCE

_____ Hunting Furbearers	Species: _____
_____ Trapping Furbearers	Species: _____
_____ Handling Pelts	Species: _____

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: \_\_\_\_\_

### PREVIOUS FURHARVESTER TEACHING EXPERIENCE:

_____ Cooperative Extension Trapping Instructor
_____ Hunter Education Instructor
_____ N.T.A.
_____ Other State
_____ Other _____

### FROM WHOM DID YOU RECEIVE THIS APPLICATION? \_\_\_\_\_

If appointed as a Kansas Furharvester Education Instructor, I will follow the course outlined by the Department of Wildlife & Parks. I will provide instruction concerning the ethical, humane, safe, selective hunting, trapping, and handling of furbearing animals in Kansas. I will issue Furharvester cards and patches to only those persons who successfully complete the prescribed course. I further certify that all the above information is true and correct.

APPLICANT'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

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