



# California Governor's Office Of Emergency Services

Camp San Luis Obispo Attn: CSTI/CalOES,  
Bldg. 904, 10 Sonoma Avenue San Luis Obispo, CA 93405-7605

SPECIALIST CERTIFICATE  
APPLICATION Phone # 805/549-3190  
E-mail [specrequest@caloes.ca.gov](mailto:specrequest@caloes.ca.gov)



CalOES  
GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES

## Applicant Information

Student ID:

POST ID number:   For Peace Officers only

Gender M/F:  Title:

First Name:

Last Name:

Agency:

Street Address:

City:

State:  Zip Code:

Phone:  Ext:

Cell Phone:

Fax:

Email:

APPLICANT'S SIGNATURE

Date MM/DD/YYYY

**Please complete a separate application for each certificate:**

- [Emergency Management Specialist \\$75.00](#)
- [Terrorism & Homeland Security Specialist \\$75.00](#)
- [Public Information Officer Specialist \\$75.00](#)

**Make Checks payable to: California Governor's Office of Emergency Services**

**Mailing Address: CSTI/Cal OES  
Attn: Specialist Certificate Coordinator  
Camp San Luis Obispo Bldg. 904  
10 Sonoma Avenue San Luis Obispo, CA 93405-7605**

City/County: \_\_\_\_\_ Your Local Sales Tax % \_\_\_\_\_

TOTAL \$75.00 + SALES TAX \$ \_\_\_\_\_ = \$ \_\_\_\_\_

After you have been approved we will contact you for a credit card payment. Transmission of credit card information via our email is unsecured and not protected. Please do not send credit card information in an email.

FOR TRAINING BRANCH USE ONLY	
Credit Card Amount \$ _____	Check Amount \$ _____
CC# _____	Check # _____
<input type="checkbox"/> Emerg Mgmt	Certificate # _____
<input type="checkbox"/> Terrorism	Certificate # _____
<input type="checkbox"/> Crisis Comm	Certificate # _____

## Emergency Management Specialist

Check all the courses you have completed  
Required Courses (4)

- Essential Emergency Mgmt Concepts: Earthquake
- Emergency Planning
- Disaster Mitigation
- Disaster Recovery

EM Elective Courses (Any 3) that total 72 hrs

- 1<sup>st</sup> Approved Elective: \_\_\_\_\_
- 2nd Approved Elective: \_\_\_\_\_
- 3rd Approved Elective: \_\_\_\_\_
- \_\_\_\_\_

## Terrorism & Homeland Security Specialist

Check all the courses you have completed  
Required Courses (3)

- Terrorism I International Terrorism
- Terrorism II Domestic Terrorism
- Terrorism III Advanced Counterterrorism Strategies

THS Elective Courses (Any 3) that total 72 hrs

- 1<sup>st</sup> Approved Elective: \_\_\_\_\_
- 2nd Approved Elective: \_\_\_\_\_
- 3rd Approved Elective: \_\_\_\_\_
- \_\_\_\_\_

## Public Information Officer Specialist

Check all the courses you have completed  
Required Courses (3)

- EG290-291 Enhanced Basic PIO and JIC/JIS
- Advanced PIO Level II
- Social Media for Natural Disaster Response

PIO Elective Courses (Any 3) that total 72 hrs

- 1<sup>st</sup> Approved Elective: \_\_\_\_\_
- 2nd Approved Elective: \_\_\_\_\_
- 3rd Approved Elective: \_\_\_\_\_

INITIAL REVIEWER'S SIGNATURE AND DATE

CERTIFICATE COORDINATOR'S SIGNATURE AND DATE

PROGRAM COORDINATOR'S SIGNATURE AND DATE

## INSTRUCTIONS AND INFORMATION FOR REQUESTING A SPECIALIST CERTIFICATE

- Please complete all information in the Applicant Information section.
- Please check the appropriate box for the specialist certificate you are requesting. (*Note that a separate application is required for each certificate*)
- Please check all the course boxes that apply to the specialist certificate you are requesting. Attach copies of course completion certificates or transcripts. (*Do not attach originals as these will not be returned*)
- Please keep a copy of this application for your files.
- In order to process your application, all required courses and electives must be completed.
- (*Incomplete applications will not be processed*)
- Sign and date your application.
- Include your local sales tax with application fee. To find your local sales tax go to <http://www.boe.ca.gov/cgi-bin/rates.cgi>
- Please allow 4 weeks for processing and mailing of certificate.
- There will be a \$15.00 charge per copy of a CSTI transcript or course certificate. After you have been approved we will contact you for a credit card payment.

### **CSTI Specialist Training Certificate program approved electives**

- Courses identified as “required” for a Specialist Certificate can NOT be used as an “elective” for the same specialist certificate.
- If courses used as electives do not meet the minimum required hours, then additional approved electives can be applied until minimum hours are met.
  
- Minimum required elective hours are as follows:  
Emergency Management Specialists Electives: 72 hours  
Terrorism Homeland Security Specialists Electives: 72 hours  
Public Information Officer Specialists Electives: 72 hours
  
- Electives include: Any CSTI/OES Certificate and ICS 100-400 (certified by FEMA, State Fire Marshal and CSTI/OES)