



STATE OF NEVADA  
**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**  
5587 Wa Pai Shone Avenue Carson City, Nevada 89701  
(775) 687-7678 Fax (775) 687-4911

**DISPATCHER BASIC TRAINING  
ENROLLMENT FORM  
(NAC289.335)**

Individuals wanting to take the voluntary Dispatcher Basic Training course must first be enrolled in the nvelearn system (<https://nvelearn.nv.gov>). Once the employee has registered, the employee's supervisor must complete the attached form (Dispatcher Basic Training Enrollment Form) and send the form to [asocha@post.state.nv.us](mailto:asocha@post.state.nv.us). Once the form is received, (M-Th 0800-1600) POST will enroll the employee and notify the employee and supervisor that the course is open. The employee will have **180 days** to complete the course.

The course has 13 separate topics with an exam after each topic. You must pass the topic exam in order to advance to the next topic. **POST course policy** - If a student fails a course topic exam, one remediation test is allowed. If two attempts result in exam failures, the student must wait **thirty days** before retaking the course. To re-enroll the student, the agency supervisor must contact POST after the thirty day period.

Upon successful completion of the final exam, you will be able to print your Dispatcher Basic Training Certification of Completion. Please submit a copy of this certificate to your supervisor. This will be required in order to submit for the POST Dispatcher Certification.

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**REGISTRATION:**

**Student Information**

Employees First and Last Name: \_\_\_\_\_

Employing Agency: \_\_\_\_\_

Employing Agency Address: \_\_\_\_\_

Email associated with nvelearn account: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Agency Supervisor Information**

Supervisors First and Last Name: \_\_\_\_\_

Supervisors Title: \_\_\_\_\_

Supervisors Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Employee's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_

Date: \_\_\_\_\_