

# SB2 Clarifications

There have been a lot of “knee jerk reactions” to the recent passing of SB2 and the “Emergency Regulations” enacted by DOJ on January 1, 2024. However, there have been misunderstandings on two key points that are *specifically* written into the new law.

- **Who qualifies as a “CCW DOJ Certified Instructor”?**
- **What training is required of future “CCW DOJ Certified Instructors”?**

## Who qualifies as a “CCW DOJ Certified Instructor”?

In their proposed “Emergency Regulations” section 4400(a), DOJ defines a “CCW DOJ Certified Instructor” as “*an instructor certified by the Department to provide the course of training described in Penal Code section 26165.*”

This section on “Course of Training” was amended by SB2 on January 1, 2024, and in the amended version of 26165(4) it defines who is authorized to provide training. This section states, “*the course shall be taught and supervised by firearms instructors certified by the Department of Justice pursuant to Section 31635.*”

Section 31635 refers to DOJ Certified Instructors and references anybody that is a current Certified Instructor recognized as completing training from a firearms instructor in one of eight entities:

- (1) Department of Consumer Affairs, State of California-Firearm Training Instructor.
- (2) Director of Civilian Marksmanship, Instructor or Rangemaster.
- (3) Federal Government, Certified Rangemaster or Firearm Instructor.
- (4) Federal Law Enforcement Training Center, Firearm Instructor Training Program or Rangemaster.
- (5) United States Military, Military Occupational Specialty (MOS) as marksmanship or firearms instructor. Assignment as Range Officer or Safety Officer is not sufficient.
- (6) National Rifle Association-Certified Instructor, Law Enforcement Instructor, Rangemaster, or Training Counselor.
- (7) Commission on Peace Officer Standards and Training (POST), State of California-Firearm Instructor or Rangemaster.
- (8) Authorization from a State of California accredited school to teach a firearm training course.

There is nothing in the new law that revokes the ability of any currently DOJ Certified Instructor to provide training that is SB2 compliant. There is also nothing in the law that requires current instructors to apply as “CCW DOJ Certified Instructors”, as any currently approved instructor already has this status automatically. This section of the law only applies to new instructors and renewals.

## What training is required of future “CCW DOJ Certified Instructors”?

The new law does appear to change the training requirements for instructors. The eight training entities have been reduced to only three, all of which fall directly under the control of the State of California. The proposed “Emergency Regulations” state:

(c) Initial and renewal applications must be completed and submitted on the Concealed Carry Weapon Program DOJ Certified Instructor Application, Form BOF 1034 (Orig. 01/2024), hereby incorporated by reference. Initial applicants must submit a copy of their training certification from one of the following:

- (1) Bureau of Security and Investigative Services, Department of Consumer Affairs, State of California-Firearm Training Instructor;
- (2) Commission on Peace Officer Standards and Training (POST), State of California-Firearms Instructor or Rangemaster; or
- (3) Authorization from a State of California accredited school to teach a firearm training course.

There seems to be confusion about this training certification as well. Some have interpreted this to mean that you must become a BSIS or POST Certified Instructor. But the regulation states that you must receive training certification *from* one of the following, *not as* one of the following. It states that the training must be certified from a BSIS Firearm Training Instructor, a POST Firearms Instructor, a POST Rangemaster, or that you must have authorization from a State accredited school to teach a firearm training course.

This fact is further highlighted by Form BOF 1034 (application) which uses the term certified “by” rather than certified “as” one of the following entities:

- Bureau of Security and Investigative Services, Department of Consumer Affairs, State of California - Firearm Training Instructor
- Commission on Peace Officer Standards and Training, State of California - Firearm Instructor or Rangemaster
- Authorization from a State of California accredited school to teach a firearms training course

Initial and renewal applicants must now also pass a live-fire qualification within six months of applying. The total rounds fired during the qualification is 24. One point is awarded each time a round hits the intended target. The minimum passing score is 19 points.

Distance	Weapon Location	Rounds	Special Instructions	Time Limit	Number of Times
3 yards	Combat Ready	2	None	3.0 seconds	2 times
3 yards	Holstered	2	Hands Up	5.0 seconds	2 times
5 yards	Combat Ready	3	Failure Drill	4.5 seconds	2 times
5 yards	Holstered	2	Object In Hands	5.0 seconds	2 times
7 yards	Holstered	6	None	10 seconds	1 time

**CALIFORNIA DEPARTMENT OF JUSTICE**  
**TITLE 11. LAW**  
**DIVISION 5. FIREARMS REGULATIONS**  
**CHAPTER 14. CARRY CONCEALED WEAPONS LICENSES**  
**TEXT OF PROPOSED REGULATIONS**

**Chapter 14. Carry Concealed Weapons Licenses**

**Article 1. General.**

**§ 4400. Definitions.**

The following definitions shall apply wherever the terms are used throughout this Chapter.

(a) “CCW DOJ Certified Instructor” means an instructor certified by the Department to provide the course of training described in Penal Code section 26165.

(b) “CCW license” means a license issued pursuant to Penal Code sections 26150, 26155, or 26170.

(c) “Department” means the California Department of Justice.

(d) “Licensing authority” means a sheriff of a county, or the chief or other head of a municipal police department of any city or city and county.

(e) “Prohibited Armed Persons File” has the same meaning as that in Penal Code sections 30000 and 30005.

NOTE: Authority cited: Section 26225, Penal Code. Reference: Sections 26150, 26155, 26165, 26170, 30000 and 30005, Penal Code.

**Article 2. CCW DOJ Certified Instructors.**

**§ 4410. CCW DOJ Certified Instructor Qualifications and Applications.**

(a) CCW DOJ Certified Instructor applicants must have a valid Certificate of Eligibility (COE) issued pursuant to Penal Code section 26710 and California Code of Regulations, title 11, section 4030 et seq.

(b) Applicants must be at least 21 years old. Applicants shall provide a copy of a valid California driver license or California identification card issued by the Department of Motor Vehicles, demonstrating the applicant is 21 years of age or older. Applicants with a federal non-compliant California driver license or identification card shall also comply with section 4045.1.

(c) Initial and renewal applications must be completed and submitted on the Concealed Carry Weapon Program DOJ Certified Instructor Application, Form BOF 1034 (Orig. 01/2024), hereby incorporated by reference. Initial applicants must submit a copy of their training certification from one of the following:

(1) Bureau of Security and Investigative Services, Department of Consumer Affairs, State of California-Firearm Training Instructor;

(2) Commission on Peace Officer Standards and Training (POST), State of California-Firearms Instructor or Rangemaster; or

(3) Authorization from a State of California accredited school to teach a firearm training course.

(d) Within six months before submitting their application, initial and renewal applicants must pass a live-fire shooting qualification course on a firing range. During the qualification course:

(1) The applicant must display safe weapon practices at all times.

(2) The applicant must use a serviceable holster and magazine pouch with at least one reload.

(3) The following shooting exercises shall be performed using a standard B-27 target:

<u>Distance</u>	<u>Weapon Location</u>	<u>Rounds</u>	<u>Special Instructions</u>	<u>Time Limit</u>	<u>Number of Times</u>
<u>3 yards</u>	<u>combat ready</u>	<u>2</u>	<u>none</u>	<u>3.0 seconds</u>	<u>2 times</u>
<u>3 yards</u>	<u>holstered</u>	<u>2</u>	<u>hands up</u>	<u>5.0 seconds</u>	<u>2 times</u>
<u>5 yards</u>	<u>combat ready</u>	<u>3</u>	<u>failure drill</u>	<u>4.5 seconds</u>	<u>2 times</u>
<u>5 yards</u>	<u>holstered</u>	<u>2</u>	<u>object in hands</u>	<u>5.0 seconds</u>	<u>2 times</u>
<u>7 yards</u>	<u>holstered</u>	<u>6</u>	<u>none</u>	<u>10 seconds</u>	<u>1 time</u>

“Hands up:” This sequence of fire will be performed with the applicant’s hands elevated around chest level.

“Failure drill:” Two shots to the body, and one to the head.

“Object in hands:” The applicant simulates holding an object.

(4) The total rounds fired during the qualification is 24. One point is awarded each time a round hits the intended target. The minimum passing score is 19 points.

(e) A CCW DOJ Certified Instructor’s certification is valid for four years provided that the CCW DOJ Certified Instructor maintains a valid COE. To remain valid, a COE must be renewed annually.

(f) A CCW DOJ Certified Instructor who has had their certification revoked may not reapply for certification earlier than one year from the effective date of the revocation.

NOTE: Authority cited: Sections 26165 and 26225, Penal Code. Reference: Sections 26165 and 26710, Penal Code.

**§ 4411. Revoking CCW DOJ Certified Instructor’s Certification.**

(a) A CCW DOJ Certified Instructor’s certification shall be revoked for the following reasons:

(1) instructor made false statements on the application;

(2) instructor’s training course fails to meet the minimum hourly length prescribed by Penal Code section 26165, subdivisions (a)(1) or (d);

(3) instructor’s training course fails to include instruction on the topics listed in Penal Code section 26165, subdivision (a)(2);

(4) instructor fails to require students to pass a written examination to demonstrate their understanding of the topics listed in Penal Code section 26165, subdivision (a)(2) and (3);

(5) instructor’s training course fails to include the live-fire shooting exercises, safe handling demonstration, or demonstration of shooting proficiency prescribed by Penal Code section 26165, subdivision (a)(6); or

(6) public safety may be endangered if the instructor were to retain the certification.

(b) Any person may notify the Department if they believe a CCW DOJ Certified Instructor’s certification should be revoked. Such notifications should state the facts that support this belief and include any documents or other evidence supporting this conclusion.

(c) Any revocation action will be conducted in accordance with the Administrative Procedure Act, Government Code section 11500 et seq.

NOTE: Authority cited: Sections 26165 and 26225, Penal Code. Reference: Section 26165, Penal Code.

**§ 4412. POST-Certified Firearms Instructors May Serve as CCW Instructors.**

Any active or honorably retired peace officer, as defined in Chapter 4.5 (commencing with Section 830) of Title 3 of Part 2 of the Penal Code, who is certified as a Firearms Instructor by the California Commission on Peace Officer Standards and Training (POST) may provide the course of training described in Penal Code section 26165. Such officers are exempt from the application procedure described in section 4410.

NOTE: Authority cited: Sections 26165 and 26225, Penal Code. Reference: Section 26165, Penal Code.

**Article 3. Background Checks**

**§ 4420. Submission of Fingerprints**

(a) When fingerprints are required, fingerprints shall be captured and transmitted electronically by an authorized Live Scan operator.

(b) The CCW license applicant shall complete a Request For Live Scan Service form which will require the following applicant information: full name, any alias name, date of birth, sex, driver license number, height, weight, eye color, hair color, place of birth, and home address. The applicant shall take the completed form to a Live Scan operator who shall confirm the applicant's identification, input the applicant's personal descriptor information, capture the applicant's fingerprints electronically, and transmit the data to the Department.

(1) In lieu of a home address, an applicant who participates in the program described in Chapter 3.1 (commencing with Section 6205) of Division 7 of Title 1 of the Government Code may provide the address designated to the applicant by the Secretary of State.

(2) In lieu of a home address, an applicant who falls within the categories described in Penal Code section 26220, subdivision (c), may provide a business address or an alternative mailing address, such as a post office box.

(3) In lieu of a home address, an applicant for a license issued pursuant to Penal Code section 26170 may provide their post office box or the address of the issuing license authority.

NOTE: Authority cited: Section 26225, Penal Code. Reference: Sections 11105, 26185 and 26206, Penal Code.

**§ 4421. Initial and Renewal Applicant Background Checks to Determine if Applicant Is Prohibited.**

(a) For initial applicants, the Department shall examine its records and the National Instant Criminal Background Check System (NICS) to determine the CCW license applicant's eligibility under state and federal law to possess, receive, own, or purchase a firearm.

(b) For renewal applications, the Department shall review the Prohibited Armed Persons File and the National Instant Criminal Background Check System (NICS) to determine the CCW license applicant's eligibility under state and federal law to possess, receive, own, or purchase a firearm. If the applicant does not match an entry in the Prohibited Armed Persons File, the Department shall examine its records to determine the CCW license applicant's eligibility under state and federal law to possess, receive, own, or purchase a firearm.

NOTE: Authority cited: Sections 26185 and 26225, Penal Code. Reference: Sections 11105, 18205, 26165, 26185, 26710, 29800, 29805, 29815, 29820, 29825 and 29900, Penal Code; Sections 8100 and 8103, Welfare and Institutions Code; Section 922 of Title 18, United States Code; and Part 478.32 of Title 27, Code of Federal Regulations.

**§ 4422. Background Checks Following Denials or Revocations Reversed by Court Order.**

(a) Section 4421, subdivision (a), applies to background checks for initial applicants whose

CCW license denials are reversed by court order pursuant to Penal Code section 26206, subdivision (f)(1). Section 4421, subdivision (b), applies to background checks for renewal applicants whose CCW license denials are reversed by court order pursuant to Penal Code section 26206, subdivision (f)(1). The Department shall notify the licensing authority of the results of the background check no later than 60 days from receipt of the applicant's fingerprints or the renewal notification.

(b) When fingerprints are submitted to the Department following CCW license denials reversed by court order pursuant to Penal Code section 26206, subdivision (f)(1):

(1) The Department shall provide a state or federal response to the licensing authority, pursuant to Penal Code section 11105, subdivision (I).

(2) If the Department is unable to ascertain the final disposition of an arrest or criminal charge, the outcome of the mental health treatment or evaluation, or the applicant's eligibility to possess, receive, own, or purchase a firearm, the Department shall notify the licensing authority.

(3) The Department shall furnish the licensing authority a criminal history report pertaining to the applicant. No new or renewal license shall be issued by any licensing authority unless the report confirms the applicant's eligibility to possess, receive, own, or purchase a firearm.

(c) For CCW license revocations reversed by court order pursuant to Penal Code section 26206, subdivision (f)(2), the Department shall review the Prohibited Armed Persons File and the National Instant Criminal Background Check System (NICS) to determine the CCW license holder's eligibility under state and federal law to possess, receive, own, or purchase a firearm. If the person does not match an entry in the Prohibited Armed Persons File, the Department shall examine its records to determine the CCW license applicant's eligibility under state and federal law to possess, receive, own, or purchase a firearm. The Department shall notify the licensing authority of the results of the background check no later than 30 days from receipt of the court's order. No license shall be reinstated unless the Department confirms the applicant's eligibility to possess, receive, own or purchase a firearm.



(d) Court orders issued pursuant to Penal Code section 26206, subdivision (f), shall be mailed to the Department: Department of Justice, Bureau of Firearms – CCW Program, P.O. Box 160367, Sacramento, CA 95816-0367.

NOTE: Authority cited: Sections 26206 and 26225, Penal Code. Reference: 11105, 18205, 26165, 26185, 26206, 26710, 29800, 29805, 29815, 29820, 29825 and 29900, Penal Code; Sections 8100 and 8103, Welfare and Institutions Code; Section 922 of Title 18, United States Code; and Part 478.32 of Title 27, Code of Federal Regulations.

#### **Article 4. Licensing Authority Duties.**

##### **§ 4430. Revocations When Licensee Is Disqualified Person.**

(a) When a CCW license is revoked based on a determination that the licensee is a disqualified person, as set forth in Penal Code section 26202, the licensing authority shall not request that the Department terminate state or federal subsequent notification, as set forth in Penal Code section 11105.2, subdivision (d), prior to the deadline for the licensee to request a hearing pursuant to Penal Code section 26206, subdivision (c).

(b) If a hearing is requested timely, the licensing authority shall not request that the Department terminate state or federal subsequent notification, as set forth in Penal Code section 11105.2, subdivision (d), prior to the court's decision in the case. The licensing authority shall not request that the Department terminate state or federal subsequent notification if the court orders reinstatement of the person's license pursuant to Penal Code section 26206, subdivision (f)(2).

NOTE: Authority cited: Sections 26206 and 26225, Penal Code. Reference: Section 11105.2, 26206, Penal Code.

##### **§ 4431. Reviewing the Automated Firearms System.**

(a) For purposes of Penal Code section 26162, the licensing authority shall review the Automated Firearms System (AFS) to determine if the CCW license applicant is the recorded owner of the particular pistol, revolver, or other firearm capable of being concealed upon the

person reported in the application for a CCW license or the application for the amendment to a CCW license.

(b) The serial number of the firearm and the CCW license applicant's name, date of birth, and identification number (from California driver license, California identification card issued by the Department of Motor Vehicles, social security card, or military identification) must match an entry in one of the following AFS records:

- (1) Assault Weapon Registration;
- (2) C&R Collector's Report;
- (3) C&R Collector In State Long Gun;
- (4) Dealer's Record of Sale;
- (5) Firearm Ownership;
- (6) Intra-Familial Firearms Transaction;
- (7) New Resident Report;
- (8) Operation of Law;
- (9) Pawn Redemption;
- (10) Prohibited Temporary Storage Return;
- (11) Serial Number Assigned;
- (12) Serial Number Restored;
- (13) Unique Serial Number Ownership; or
- (14) Voluntary Registration.

NOTE: Authority cited: Section 26225, Penal Code. Reference: Section 26162, Penal Code.

**§ 4432. Notifications, Records, and Annual Survey.**

(a) For purposes of Penal Code section 26225, subdivision (b), "immediately" means no less than 15 days after the denial, denial of an amendment, issuance, amendment, or revocation of a CCW license.

(b) The licensing authority shall report the denial or revocation of a CCW license on the License to Carry Concealed Pistol, Revolver, or Other Firearm Notification of Denial or Revocation, Form BOF 1032 (Rev. 01/2024), hereby incorporated by reference.

(c) The licensing authority shall report the denial of an amendment to a CCW license on the License to Carry Concealed Pistol, Revolver, or Other Firearm Amendment, Form BOF 4502.

(d)(1) The licensing authority shall mail copies of all new and amended CCW licenses to: Department of Justice, Bureau of Firearms – CCW Program, P.O. Box 160367, Sacramento, CA 95816-0367; (2) The licensing authority shall mail copies of all renewal CCW licenses to: Department of Justice, Prescan Unit, K-111, P.O. Box 903417, Sacramento, CA 94203-4170.

(e) The licensing authority shall report the amendment of a CCW license on the License to Carry Concealed Pistol, Revolver, or Other Firearm Amendment, Form BOF 4502, and provide a copy of the amended license.

(f) The licensing authority shall submit the annual report described in Penal Code section 26225, subdivision (c), on the Reserve/Auxiliary Peace Officer and Judicial Carry Concealed Weapon (CCW) License Annual Survey, Form BOF 1027 (Rev. 01/2024), hereby incorporated by reference.

NOTE: Authority cited: Section 26225, Penal Code. Reference: Section 26225, Penal Code.

## **Article 5. Signs Allowing Firearms on the Property.**

### **§ 4440. Signs Allowing Firearms on Private Property.**

(a) Except as provided in subdivision (b), the signs required by Penal Code section 26230, subdivision (a)(22) and (26), shall contain the following language:

(1) NOTICE Lawful Concealed Carry Allowed on Property. (Pen. Code § 26230.); or

(2) NOTICE No Lawful Concealed Carry Allowed on Property without Written Permission of Owner. (Pen. Code § 26230.)

(b) When a licensing authority issues a license to carry loaded and exposed pursuant to Penal Code section 26150, subdivision (b)(2), or 26155, subdivision (b)(2), the signs required by Penal Code section 26230, subdivision (a)(22) and (26), shall contain the following language:

(1) NOTICE Lawful Open Carry Allowed on Property. (Pen. Code § 26230.); or

(2) NOTICE No Lawful Open Carry Allowed on Property without Written Permission of Owner. (Pen. Code § 26230.)

(c)(1) The word “notice” shall be centered at the top of the sign in capital letters. All text shall be in block letters not less than one inch in height.

(2) The word “notice” shall be set in white on a contrasting red background. The remaining text shall be set in black on a white background.

NOTE: Authority cited: Sections 26225 and 26230, Penal Code. Reference: Section 26230, Penal Code.

## Section 26165 - Course of training

(a) For new license applicants, the course of training for issuance of a license under Section 26150 or 26155 may be any course acceptable to the licensing authority that meets all of the following minimum criteria:

(1) The course shall be no less than 16 hours in length.

(2) The course shall include instruction on firearm safety, firearm handling, shooting technique, safe storage, legal methods to transport firearms and securing firearms in vehicles, laws governing where permit holders may carry firearms, laws regarding the permissible use of a firearm, and laws regarding the permissible use of lethal force in self-defense.

(3) The course shall include a component, no less than one hour in length, on mental health and mental health resources.

(4) Except for the component on mental health and mental health resources, the course shall be taught and supervised by firearms instructors certified by the Department of Justice pursuant to Section 31635, or in a manner to be prescribed by regulation.

(5) The course shall require students to pass a written examination to demonstrate their understanding of the covered topics.

(6) The course shall include live-fire shooting exercises on a firing range and shall include a demonstration by the applicant of safe handling of, and shooting proficiency with, each firearm that the applicant is applying to be licensed to carry.

(b) A licensing authority shall establish, and make available to the public, the standards it uses when issuing licenses with regards to the required live-fire shooting exercises, including, but not limited to, a minimum number of rounds to be fired and minimum passing scores from specified firing distances.

(c) Notwithstanding subdivision (a), the licensing authority may require a community college course certified by the Commission on Peace Officer Standards and Training, up to a maximum of 24 hours, but only if required uniformly of all license applicants without exception.

(d) For license renewal applicants, the course of training may be any course acceptable to the licensing authority, shall be no less than eight hours, and shall satisfy the requirements of paragraphs (2) to (6), inclusive, of subdivision (a). No course of training shall be required for any person certified by the licensing authority as a trainer for purposes of this section, in order for that person to renew a license issued pursuant to this chapter. (e) The applicant shall not be required to pay for any training courses prior to the initial determination of whether the applicant is a disqualified person pursuant to paragraph (1) of subdivision (d) of Section 26202.

*Ca. Pen. Code § 26165*

Amended by Stats 2023 ch 249 (SB 2),s 13, eff. 1/1/2024.

Amended by Stats 2018 ch 752 (AB 2103),s 1, eff. 1/1/2019.

Amended by Stats 2011 ch 741 (SB 610),s 1, eff. 1/1/2012.

Added by Stats 2010 ch 711 (SB 1080),s 6, eff. 1/1/2011, op. 1/1/2012.

## **Section 31635 - Handgun safety certificate instructors**

- (a) The department shall prescribe a minimum level of skill, knowledge, and competency to be required of all firearm safety certificate instructors.
- (b) Department Certified Instructor applicants shall have a certification to provide training from one of the following organizations, as specified, or any entity found by the department to give comparable instruction in firearms safety, or the applicant shall have similar or equivalent training to that provided by the following, as determined by the department:
- (1) Department of Consumer Affairs, State of California-Firearm Training Instructor.
  - (2) Director of Civilian Marksmanship, Instructor or Rangemaster.
  - (3) Federal Government, Certified Rangemaster or Firearm Instructor.
  - (4) Federal Law Enforcement Training Center, Firearm Instructor Training Program or Rangemaster.
  - (5) United States Military, Military Occupational Specialty (MOS) as marksmanship or firearms instructor. Assignment as Range Officer or Safety Officer is not sufficient.
  - (6) National Rifle Association-Certified Instructor, Law Enforcement Instructor, Rangemaster, or Training Counselor.
  - (7) Commission on Peace Officer Standards and Training (POST), State of California-Firearm Instructor or Rangemaster.
  - (8) Authorization from a State of California accredited school to teach a firearm training course.
- (c) This section shall become operative on January 1, 2015.  
*Ca. Pen. Code § 31635*

Added by Stats 2013 ch 761 (SB 683),s 24, eff. 1/1/2014.



# CALIFORNIA DEPARTMENT OF JUSTICE

## BUREAU OF FIREARMS

### Carry Concealed Weapon Program

### DOJ Certified Instructor Application

- Initial Application  
 Renewal Application

\_\_\_\_\_   
CCW DOJ Certified Instructor Number

#### A. Applicant Information

Last Name:		Suffix:	First Name:		Middle Name:
Mailing Address:			City:	State:	Zip Code:
Business Address (if different):			City:	State:	Zip Code:
Date of Birth (mm/dd/yyyy):	CA Driver License or Identification Card Number ( <b>Copy and attach</b> ):		Sex:	Phone No. (include area code):	
Email Address: _____					

Pursuant to Penal Code section 26165, subdivision (a)(4), and California Code of Regulations, title 11, section 4410, a Carry Concealed Weapon (CCW) Department of Justice (DOJ) Certified Instructor applicant must be **certified by one of the following entities**. Select one training entity below. Initial applicants must **attach** a copy of the certification.

- Bureau of Security and Investigative Services, Department of Consumer Affairs, State of California - **Firearm Training Instructor**
- Commission on Peace Officer Standards and Training, State of California - **Firearm Instructor or Rangemaster**
- Authorization from a State of California accredited school to teach a firearms training course

All CCW DOJ Certified Instructor applicants must have a valid Certificate of Eligibility (COE). Applications for initial or renewal COEs are submitted via the California Firearms Application Reporting System (CFARS).

COE Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

#### B. Shooting Qualification - To Be Completed by Administrator of Shooting Course

All CCW DOJ Certified Instructor applicants must pass a live-fire shooting course on a firing range. The shooting course must be **administered by someone certified by one of the following entities**. Select one training entity below, and attach a copy of your certification.

- Bureau of Security and Investigative Services, Department of Consumer Affairs, State of California - **Firearm Training Instructor**
- Federal Government, Certified Rangemaster or Firearm Instructor
- Federal Law Enforcement Training Center, Firearm Instructor Training Program or Rangemaster
- United States Military, Occupational Specialty (MOS) as marksmanship or firearms instructor
- Commission on Peace Officer Standards and Training, State of California - **Firearm Instructor or Rangemaster**
- Authorization from a State of California accredited school to teach a firearms training course

Administrator Full Name (Print) \_\_\_\_\_ Administrator Phone Number \_\_\_\_\_ Date of Shooting Course \_\_\_\_\_

*I declare under penalty of perjury under the laws of the State of California that this applicant successfully passed the live-fire shooting course required by California Code of Regulations, title 11, section 4410, subdivision (d).*

Signature \_\_\_\_\_ Date \_\_\_\_\_



**CALIFORNIA DEPARTMENT OF JUSTICE**  
**BUREAU OF FIREARMS**  
**Carry Concealed Weapon Program**  
**DOJ Certified Instructor Application**

**C. Declaration**

I understand that the DOJ has no responsibility for insurance coverage for myself, my students, my classes, my courses, or my oversight of the CCW license training course. I understand that my instructor certification will be valid for four years provided I maintain a current COE. I agree to comply with all legal requirements for the CCW license training course, as specified in the applicable statutes and regulations.

*I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Email the completed form and all required attachments to: [DOJCertifiedInstructor@doj.ca.gov](mailto:DOJCertifiedInstructor@doj.ca.gov)**

Alternatively, the materials may be mailed to: California Department of Justice, Bureau of Firearms, Customer Support Center - CCW DOJ Certified Instructor, P.O. Box 160367 Sacramento, CA 95816-0367

*If you have any questions regarding this application, please contact the Bureau of Firearms at (916) 210-2700.*

**DOJ USE ONLY**

Received Date: \_\_\_\_\_ Processed By BOF: \_\_\_\_\_ CCW DOJ Instructor No: \_\_\_\_\_