

How do I register for Public Safety Telecommunicator?

[Section I – Applicants seeking a TCOLE Telecommunicator License](#)

[Section II – Applicants not seeking a TCOLE Telecommunicator License](#)

Section I – Applicants seeking a TCOLE Telecommunicator License

To access the course, download and complete the *Declaration of TCOLE Declaration of Licensing Course Enrollment Eligibility (DOLCEE) Form*, the *TCOLE Law Enforcement Agency Audit Checklist*, and the *TEEX Registration Form*. Current versions of the forms can be found under the Prerequisites heading at: teex.org/class/let543.

Note: Effective September 1, 2022, participants enrolling in this course must have a current, nationally recognized Cardiopulmonary Resuscitation (CPR) certificate/card prior to enrollment and attendance.

- 1) First, provide the *DOLCEE Form* to the Chief Administrator or designee of your agency for signature and notary.
- 2) Next, submit the *DOLCEE Form*, the *Agency Audit Checklist*, and the *TEEX Registration Form*, and a copy of your a current, nationally recognized Cardiopulmonary Resuscitation (CPR) certificate/card to TEEX by fax at (877) 289-9715, or email a scanned copy of the form in a PDF to ilepse@teex.tamu.edu.
- 3) After submitting the forms, they are uploaded into a "Pending Payment" folder. Within 48 business hours of receipt of the forms, you will receive an email acknowledgement informing you of the next steps. If you need any assistance, please contact TEEX ILEPSE at (979) 845-6677 between the hours of 9am-3pm CDT to make your payment. We accept the following payment methods:
 - Credit Card/Debit Card
 - Personal Check
 - Agency Check
 - Valid Purchase Order by Approved Agency
- 4) Once TEEX receives the appropriate forms with all required information (*DOLCEE Form*, the *Agency Audit Checklist*, and the *TEEX Registration Form*) and confirms your nationally recognized Cardiopulmonary Resuscitation (CPR) certificate/card is current **and payment**, an eToken access code along with a list of instructions, will be emailed to the email address listed on the *TEEX Registration Form*.

If you have additional questions please contact us at (979) 845-6677 or ilepse@teex.tamu.edu

Section II – Applicants not seeking a TCOLE Telecommunicator License

Enrolling as a non-Texas/Federal applicant means your training will not be reported to the Texas Commission on Law Enforcement (TCOLE) for purposes of law enforcement licensing in Texas. States other than Texas may have specific reporting requirements for continuing education credit. These requirements are the responsibility of the student. If an out-of-state student needs extra help with documenting training within their state, TEEX is willing to help.

- 1) To access the non-licensing version of the course, titled Security Telecommunicator Dispatcher, you will access and register for the course via the following link: teex.org/class/sap110
- 2) Allowable methods of payment:
 - Credit Card/Debit Card
 - Personal Check
 - Agency Check
 - Valid Purchase Order by Approved Agency
- 3) As part of starting the course, you must affirm that you are not eligible for TCOLE reporting and that the course does not satisfy the TCOLE requirements for Basic Telecommunicator Course #1080. No exceptions.

Note: This course is not eligible for TCOLE Reporting and does not satisfy the TCOLE requirements for Basic Telecommunicator Course #1080.

If you have additional questions please contact us at (979) 845-6677 or ilepse@teex.tamu.edu