



# State of New Jersey

OFFICE OF THE ATTORNEY GENERAL  
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*Attorney General*

COLONEL JOSEPH R. FUENTES  
*Superintendent*

June 26, 2007

TO: CERTIFIED SECURITY OFFICER INSTRUCTORS:

The following policies established by the New Jersey State Police apply to the Security Officers Registration Act, N.J.S.A. 45:19A-1, et seq.; the Rules promulgated pursuant thereto under N.J.A.C. 13:55A-1, et seq.; and all training material provided to date.

1. **Language:** Nothing contained in the relevant Statutes; Administrative Code; or training materials provided precludes the use of Spanish as an alternative language when providing instruction and/or testing of applicants participating in the required 24 hour training course.
2. **Testing:** As indicated in the instructor training course, a 50 question exam is required at the conclusion of the 24 hour Security Officers Certification Course. Instructors may administer a quiz at the conclusion of a particular block of instruction, or at the conclusion of the daily training session. However, the 50 question test for certification remains a mandated exercise at the conclusion of the entire training course.
3. **Failures:** In the event of a failure of the final 50 question examination, an instructor shall administer no more than two retests of any individual. Continued failure following the second retest will require that candidate to submit a new application and repeat the training process. Remedial training prior to any retest is strongly encouraged.



4. **Records Retention**: Instructors are reminded of the requirement to maintain all records of testing regarding applicant students.

FOR COLONEL JOSEPH R. FUENTES  
SUPERINTENDENT

Sincerely,

Lt. Edward McDonough  
Unit Supervisor  
Private Detective Unit