



## **KENTUCKY STATE POLICE RECORDS BRANCH - CCDW SECTION JUDICIAL & LAW ENFORCEMENT LICENSE PROCESSING**

**Certified Peace Officer License**- Now fee exempt just as retired officers are, must meet the following criteria and follow this process:

- Complete the standard CCDW application with photograph.
- In the top right hand box on the CCDW application, mark through the word "Retired" and complete bubble for "yes".
- Complete the Supplemental "Certification of Law Enforcement Employment".
- Must have "sign off" of a Commanding officer of their agency, this could include any supervisory type person, from Sergeant up to Sheriff/Post Commander/Chief, etc, it is up to the individual agency.
- Must have form notarized.
- Must attach a copy of the officer's POPS certification certificate provided by the Kentucky Law Enforcement Council.
- Send all documents to the KSP CCDW section per normal procedure.

**Judicial License**- Must receive standard training, and pay standard \$60 fee, covers all Commonwealth Attorneys, County Attorneys, Assistant Commonwealth/County Attorneys, current or retired judges from one of the following 4 levels of the court of justice: District, Circuit, Appeals, or Supreme.

- Complete the standard CCDW application with photograph.
- Complete the "Supplemental Affidavit for Judicial Special Status CCDW License.
- Must have form notarized.
- Attach a Photocopy of the person's "Judicial/Prosecutor Identification Card."
- Send all documents to the KSP CCDW Section per normal procedure.

**If the person already holds a valid CCDW permit but requests a "Special Judicial License"**: - **DO NOT** complete a new application.

- Complete the "Supplemental Affidavit for Judicial Special Status CCDW License".
- Must have form notarized.
- Attach a Photocopy of the person's "Judicial/Prosecutor Identification Card."
- Attach a Photocopy current CCDW License.
- Send all documents to the KSP CCDW Section per normal procedure.