

# ***TCOLE***

## **New Training Coordinator Course (NTCC)**

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The New Training Coordinator course will be presented at the Jersey Village Civic Center located at **16327 Lakeview Dr. in Jersey Village, Texas** on **Wednesday, September 25<sup>th</sup>, 2024**, from 8:30 a.m. to 4 p.m.

This course was developed specifically for individuals directly responsible for training coordination, instructional or pre-employment background investigation duties and focuses on sections 215 and 217 of the Texas Administrative Code. Individuals currently appointed at an agency with a valid TCOLE training contract are given registration preference. All other applicants are placed on a waiting list which is used to fill in last-minute cancellations. Selections are made in chronological order.

Official picture ID required to attend. Dress code is police uniform or business casual attire. Pre-registration is mandatory – **no walk-ins allowed**. Late arrival or early departure invalidates training credit.

To register, please email the following information to Richard Gutierrez at [richard.gutierrez@tcole.texas.gov](mailto:richard.gutierrez@tcole.texas.gov)

- **Name of LE Academy or Contractual Training Provider agency**
- **Attendee's full name**
- **Correct PID number**
- **Email address**
- **Best contact telephone number**