

DPSST Remote Training Authorization

You must obtain authorization prior to delivering remote training.

DPSST certified private security instructors must receive written approval from the DPSST before they can offer any remote training. To apply for approval, instructors to complete and submit the Remote Training Request and Delivery Plan provided in this document. Submission of this document does not constitute remote training authorization, and does not guarantee approval.

Remote training authorization approves individual instructors to conduct remote training sessions. Remote training authorization does not extend to entities, companies or other groups. For questions about this you can reach out to the program via email at dpsst.security@dpsst.oregon.gov.

The DPSST requires instructors to collect a PS-6 training affidavit from each student. If a student cannot physically sign the affidavit because they were trained in a remote location, the student must email the instructor confirming they have completed the training. Instructors must then gather all student email confirmations and submit them with the corresponding PS-6 forms. It is also necessary for students to have successfully completed both the relevant assessment and the exam.

Instructors conducting remote training must maintain copies of all training materials, including exams and assessments, and be ready to provide these documents upon request. Copies of exams and assessments can be printed, or digital (e.g. PDFs, or scanned images).

Please be aware that the authorization for remote training is only valid for conducting live, synchronous remote training sessions. There is no permission granted for asynchronous (recorded or similar types of lessons) remote training sessions.

This authorization comes with an expiration date and remains effective only as long as the instructor's certification is active. Certified instructors are free to reapply for remote training authorization whenever they choose.

