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PERMANENT ADMINISTRATIVE ORDER

DPSST 8-2026

CHAPTER 259

DEPARTMENT OF PUBLIC SAFETY STANDARDS AND TRAINING

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ARCHIVES DIVISION SECRETARY OF STATE & LEGISLATIVE COUNSEL

FILING CAPTION: Fee Increases for Private Security Provider Certifications and Licenses

EFFECTIVE DATE: 09/01/2026

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AMEND: 259-060-0500

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RULE SUMMARY: This rule change is for the following fee increases for private security provider certifications and licenses. Each certification and license is issued for a two-year period.
Alarm Monitor Private Security Professional Certification - from: $94 to $104; increase amount: $10
Armed Private Security Professional Certification - from: $110 to $121; increase amount: $11
Event and Entertainment Private Security Professional Certification - from: $94 to $104; increase amount: $10
Unarmed Private Security Professional Certification - from: $94 to $104; increase amount: $10
Alarm Monitor Private Security Instructor Certification - from: $130 to $143; increase amount: $13
Unarmed Private Security Instructor Certification - from: $312 to $344; increase amount: $32
Private Security Firearms Instructor Certification - from: $153 to $169; increase amount: $16
Supervisory Manager License - from: $120 to $132; increase amount: $12
Executive Manager License - from: $400 to $440; increase amount: $40
Late Renewal Fee - from: $35 to $40; increase amount: $5
Armed Upgrade Fee - from: $45 to $50; increase amount: $5
Certification Reinstatement - from: $25 to $28; increase amount $3

Duplicate or Replacement - from: $24 to $27; increase amount: $3

CHANGES TO RULE:

259-060-0500
Fees and Payments ¶

(1) Payments.¶
(a) The Department accepts business checks, money orders, cashier's checks, and credit cards approved by the Department. Credit card payments may require submission of additional verification information as designated by the Department. The Department does not accept personal checks or cash.¶
(b) Fees for certification or licensure are due at the time of application.¶
(c) Amounts due to the Department for fees or penalties are non-refundable and non-transferable.¶
(d) Applicants who choose to withdraw their application or fail to complete the application process forfeit their application fees.¶
(2) The application fees charged by the Department for each 2-year private security provider certification and license are:¶
(a) Alarm Monitor Private Security Professional Certification - $~~9~~104;¶
(b) Armed Private Security Professional Certification - $1210~~0~~;¶
(c) Event and Entertainment Private Security Professional Certification - $~~9~~104;¶
(d) Unarmed Private Security Professional Certification - $~~9~~104;¶
(e) Alarm Monitor Private Security Instructor Certification - $143~~0~~;¶
(f) Unarmed Private Security Instructor Certification - $3~~12~~44;¶
(g) Private Security Firearms Instructor Certification - $15~~3~~69;¶
(h) Supervisory Manager License - $132~~0~~;¶
(i) Executive Manager License - $4~~0~~40; and¶
(j) Fingerprint Criminal History Check Fee - The current fee for processing a fingerprint criminal history check may be obtained from the Department. This fee is to recover the costs of administering the fingerprint check through the Oregon State Police and the Federal Bureau of Investigation. This fee is separate from and does not apply to any fees charged by a fingerprinting services vendor. An additional fee will be charged for the third submittal of fingerprint cards when rejected for filing by the FBI.¶
(3) Other administrative fees charged by the Department include:¶
(a) Late Renewal Fee - $~~35~~40. A late fee is required when the Department receives an application for renewal after the expiration date;¶
(b) Non-sufficient Funds (NSF) Penalty Fee - $25;¶
(c) Duplicate or Replacement Certification or License Fee - $2~~4~~7;¶
(d) Armed Upgrade Fee - $~~45~~0. An armed upgrade adds the armed private security professional certification to the applicant's existing two-year certification period for the unarmed private security professional certification. The armed upgrade fee applies to applications for armed private security professional certification received by the Department within 18 months of the issuance of the unarmed private security professional certification;¶
(e) Certification Reinstatement Fee - $2~~5~~8. A reinstatement fee is required after an Armed Private Security Professional or Private Security Firearms Instructor Certification has been suspended by an Emergency Suspension Order under OAR 259-060-0120 (8) or 259-060-0135 (7);¶
(f) DPSST Private Security Firearms Instructor Course Fee - The current course fee may be obtained from the Department;¶
(g) DPSST Handgun Instructor Development Course Fee - The current course fee may be obtained from the Department; and¶
(h) Training Accreditation Fees. The accreditation process includes an application fee and an evaluation fee. The current accreditation process fees may be obtained from the Department.¶
(4) If the Department receives payment of any fees or penalty by check and the check is returned to the Department as a non-sufficient funds (NSF) check, the payer of the fees or penalty will be assessed an NSF penalty fee in addition to the required payment of the fees or penalty.¶
(5) Overpayment of Amounts Due.¶
(a) The Department will reject payments that include an overpayment of the amount due that is $10.01 or more.¶
(b) The Department may accept payments that include an overpayment of the amount due when the overpaid amount is $10.00 or less.¶
(c) Overpayment amounts that are $10.00 or less will only be refunded upon receipt of a written request from the person who made the overpayment, or the person's legal representative. The written request must be received by the Department within three years of the overpayment.

Statutory/Other Authority: ORS 181A.870, ORS 293.445
Statutes/Other Implemented: ORS 181A.870, ORS 293.445