

# STOPS USA ©

## TEACHING POLICY FOR INSTRUCTOR AND INSTRUCTOR TRAINERS

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PRO TRAIN INC PO Box 2741, TERRE HAUTE, INDIANA 47802

STOPS USA has issued the following requirements for obtaining, maintaining, and teaching STOPS certifications. These requirements are mandated through STOPS USA. All exceptions to these rules will be made with prior written consent from Pro Train Inc.

**ALL ATTENDING STUDENTS FOR STOPS TRAINING MUST COMPLETE THE FOLLOWING BEFORE THE START OF CLASS:**

- Students attending STOPS courses must be sworn police officers.
- Due to worker's compensation laws, attendance must be during an "on-duty" status.
- The Student must not be forced to attend the training.
- Sign and complete all waivers issued through Pro Train Inc. Waivers must be accurately completed before the start of the class and submitted to Pro Train Inc. by the STOPS Instructor within five days.

**The following are standardized rules to receive (obtain) STOPS certification. Each level is as follows: Basic STOPS Certification (requirements for each attending student)**

- Must receive a current edition STOPS Tactical Training manual before the start of class. This manual will remain in the student's possession and can not be reused or transferred to another student. The STOPS Instructor will collect the manual if the student does not pass the test.
- Sign and complete all waivers issued through Pro Train Inc. Waivers must be completed and submitted to Pro Train Inc. by the STOPS Instructor before the start of class.
- Minimum of 16 hours of training covering chapters 1-5 of the STOPS Tactical manual.
- Must pass the STOPS Basic written examination with a score of 80% or above.
- Student must be able to successfully complete all assigned scenarios for the course and the STOPS practical examination.
- For certification to be valid, the STOPS Instructor teaching the course must be recognized as an active STOPS Instructor through Pro Train Inc.

**STOPS Instructors Certification (requirements for each attending student)**

- Must receive a current edition STOPS Instructor manual before the start of class. This manual will remain in the student's possession and can not be reused or transferred to another student. The STOPS Instructor Trainer will collect the manual if the student does not pass the test.
- Sign and complete all waivers issued through Pro Train Inc. Waivers must be completed before the start of class and submitted to Pro Train Inc. by the STOPS Instructor Trainer within five days.
- Minimum of 32 hours of training covering chapters 1-20 of the STOPS Instructor manual.
- Must pass the STOPS Instructor written examination with a passing score of 90% or above.
- Student must be able to successfully complete all assigned scenarios for the course and the STOPS practical examination.
- For certification to be valid, the STOPS Instructor teaching the course must be recognized as an active **STOPS Instructor Trainer** through Pro Train Inc.

**The following are standardized rules for maintaining STOPS certification. Each level is as follows: Basic STOPS Student:**

**STOPS Instructor:**

- Attend a STOPS refresher course (minimum 4 hours) taught by a currently certified STOPS Instructor every 12 months after the certification/re-certification.

**STOPS Instructor Trainer:**

- Attend a STOPS Instructor recertification course (**minimum 16 hours**) taught by a currently certified STOPS Master Instructor Trainer every 24 months after the certification/re-certification.

**The following are standardized rules for teaching STOPS Basic Course certification. Each level is as follows: Basic STOPS Certification course given by a STOPS Instructor:**

**STOPS Instructor:**

- Be recognized as a certified STOPS Instructor through Pro Train Inc by meeting the above-listed requirements.
- Issue waivers to EACH student before the start of class. Waivers MUST be signed with a legible printed name and signature completed by the student.
- Waivers must be collected before the start of the course. STOPS Instructors teaching must submit waivers to Pro Train Inc within five days of the completion of the course.
- Each Student must be issued the most recent edition of the STOPS Tactical manual.
- Each student must participate in each practical scenario
- Each student must successfully complete the practical and written exam to receive a certification of completion.
- Each student must be informed of their recertification requirements before receiving their certificate of completion.
- Each student must be issued a certificate upon successful completion of the class. This certificate can be printed and filled out by the STOPS Instructor.

**The following are standardized rules for teaching STOPS Basic Course certification. Each level is as follows:**  
**Basic STOPS Certification course given by a STOPS Instructor:**

- Be recognized as a certified STOPS Instructor through Pro Train Inc by meeting the above-listed requirements.
- Issue waivers to EACH student before the start of class. Waivers MUST be signed with a legible printed name and signature completed by the student.
- Waivers must be collected before the start of the course. STOPS Instructors teaching must submit waivers to Pro Train Inc within five days of the completion of the course.
- Each Student must be issued the most recent edition of the STOPS Tactical manual.
- Each student must participate in each practical scenario
- Each student must successfully complete the practical and written exam to receive a certification of completion.
- Each student must be informed of their recertification requirements before receiving their certificate of completion.
- Each student must be issued a certificate upon successful completion of the class. This certificate can be printed and filled out by the STOPS Instructor.

**STOPS Instructor Certification course given by a STOPS Instructor Trainer:**

- Be recognized as a certified STOPS Instructor Trainer through Pro Train Inc by meeting the above-listed requirements.
- Issue waivers to EACH student before the start of class. Waivers MUST be signed with a legible printed name and signature completed by the student.
- Waivers must be collected before the start of the course. Instructors teaching must submit waivers to Pro Train Inc within five days of the completion of the course. STOPS Instructor Trainers will maintain all written and practical exams and waivers for a minimum of 7 years after the completion of the class.
- Each Student must be issued the most recent edition of the STOPS Instructor manual.
- Each student must participate in each practical scenario.
- Each student must successfully complete the practical and pass the written exam with a 90% or better to receive a certification of completion.
- Each student must be informed of their recertification requirements before receiving their certificate of completion.
- Each student must be issued a STOPS Instructor certificate. This certificate must be printed and filled out by the Instructor Trainer.
- STOPS Instructor Trainers MUST wear approved STOPS dress attire while instructing. All pants will be tactical Green/O.D. with a Black STOPS Instructor or Pro Train shirt. The Executive Director of Pro Train Inc must approve all other attire.

**All STOPS printed, and digital material is copyrighted. All below-listed protocols MUST be adhered to without any expectations.**

- NO MATERIAL CAN BE DUPLICATED OR DISSEMINATED IN ANY WAY WITHOUT WRITTEN PERMISSION FROM PRO TRAIN INC**
- STOPS CAN ONLY BE TAUGHT BY AN ACTIVE STOPS INSTRUCTOR WHO'S CURRENT CERTIFICATION IS RECOGNIZED AS IN GOOD STANDING WITH PRO TRAIN INC.**
- All Strategies & Tactics of Patrol Stops material is copyrighted and property of Pro Train Inc. All copyright violations will be aggressively pursued. ONLY certified STOPS Instructors/ STOPS Instructor Trainers have permission to teach any part of the STOPS material. All classes will be instructed to the established guidelines without exception.**
- Absolutely NO live fire training exercises during STOPS classes without written permission from the Executive Director of Pro Train Inc.**
- Always follow all Local, State, and Federal case laws, statutes, an**