PC – 12 (09/2026)

Please mail original to: PEACE OFFICERS STANDARDS AND TRAINING OFFICE
Post Office Box 3133, BATON ROUGE, LA 70821
Phone 225-342-1530, Email: POST@lcle.la.gov

I hereby certify by my signature that the below students have qualified with their service weapons on the POST Firearms Qualification course (PQC). The scores were computed and verified in accordance with POST Regulations and the scores are an accurate record of said qualification.

Printed Name of POST Firearms Instructor

Signature of POST Firearms Instructor

Date

Pistol Range Site

( ) POST Firearms Instructor Phone #

Address to mail certificates to:

MUST CHECK ONE OF THE FOLLOWING: ____ Pre-Academy Firearms Course for New Hires ___ Annual Requalification

NAME	M/F	SS# and DL # & state	DOB	AGENCY	ORIGINAL HIRE DATE	PQC SCORE	PQC DATE

NAME	M/F	SS # and DL # & state	DOB	AGENCY	ORIGINAL HIRE DATE	PQC SCORE	PQC DATE

PC-12 INSTRUCTIONS

1. Print your name.
2. Sign your name.
3. Today's date.
4. Pistol Range Site where shooting is taking place.
5. Your phone number where you can be reached in case of questions.
6. Your Agency Address to mail cards.
7. Check either Pre-Academy Firearms Course OR Annual Requalification.

Complete the following for EACH officer:
Name (As it appears on drivers license/no nicknames), Male/Female, Social Security Number and Drivers License Number and State, Date of Birth, Agency, Original Hire Date (with current agency), PQC Score and PQC Date.
Label (R) for Reserve or (PT) for Part-Time in the Name column.

We need EVERYTHING COMPLETED. LEAVE NO COLUMN BLANK.

<u>OTHER INSTRUCTIONS:</u>

Only send in scores ONCE A YEAR.
Make sure writing is LEGIBLE!!
Cards will be mailed to the INSTRUCTOR at the ADDRESS ON THE FORM.
If you are recreating PC-12 on your computer, make sure it is EXACTLY like the original PC-12.

If you receive a memo from POST requesting more information on an officer, make sure the Instructor's name is on the information when it is sent to POST. PC-12s are filed by Instructor's Name.

If a card is issued within the last year, no card will be reissued for that person. If you want a card with the new PQC date, the Instructor will need to write a letter to POST explaining why the new card needs to be issued. You may fax the letter to POST at 225-342-1672.