APPLICATION PROCEDURE
BASIC, BOW, & MUZZLELOADER HUNTER EDUCATION INSTRUCTOR

THE FOLLOWING ITEMS ARE REQUIRED TO PROCESS YOUR APPLICATION BEFORE YOU MAY BE CERTIFIED AS A VOLUNTEER HUNTER EDUCATION INSTRUCTOR FOR THE ADF&G HUNTER INFORMATION AND TRAINING (HIT) PROGRAM:

1. Application form.
2. Assurance Agreement form.
3. Firearm Possession form.
4. Criminal History Background Check (total of 2 reports)
   Go to your local Alaska State Troopers and ask for BOTH the 1) “Interested Person Report” AND 2) “Fish and Wildlife Violation Report”. You will be asked for 2 pieces of identification; your Alaska driver’s license or an Alaska identification card plus another piece of identification that shows your signature. There is a $20 fee for these reports, ask for a stamped receipt. Payment must be either cash or a check written on a local bank. Upon meeting all requirements to become a volunteer instructor and satisfactory results of the background check, you may submit the receipt to us for reimbursement of the background check fee.
5. Photocopy of Basic, Bow, or MZ Hunter Education certification other than Alaska
   If you haven’t yet taken the Class you may be certified in the first class you assist with.
6. Instructor Policy Training
   You must attend an Instructor Policy Training session, which are regularly scheduled and last approximately 3 hrs.
7. Instructor In-service Class
   This class lasts approximately 6-8 hours and covers the presentation requirements for the Basic Hunter Education class.
8. Online Instructor Course.
   You must complete the IHEA Online Hunter Education Instructor course. During policy training, you will be given a coupon voucher code and instructions on how to take the course.

INSTRUCTIONS: All new instructor applications must be returned to:

   ADF&G, Hunter Information & Training
   333 Raspberry Road
   Anchorage AK 99518-1565

For further information or assistance:

Hunter Information and Training Offices

ANCHORAGE (Statewide Office): Lee Rogers (907) 267-2373
lee.rogers@alaska.gov
FAIRBANKS (Region III Office): Bob Hunter (907) 459-7375
bob.hunter@alaska.gov
JUNEAU (Region III Office): Frank Zmuda (907) 586-4101
frank.zmuda@alaska.gov

2/5/2013