

Instructor Renewal

by Larry Arnold

At the Annual Meeting Jud and Sheila Earley described their adventures in stepping through the 2011 instructor renewal process. Sheila led me through the maze so I could describe it for you. Buckle your seatbelt; it's fun.

General Instructions

1. You will need the standard instructor password, your last and first name, your eight-digit instructor number, and your email address.
2. The questions come up one at a time in random order.
3. Once you select your answer and click "Submit" **you cannot change it.**
4. Do **not** use your browser "Back" button during the exam.
5. I've blanked out personal info and test questions.
6. If you just want to get the test over with, go to the [Shortcut](#). If you're helping someone else, or want the scenic route, proceed with the Main Route.

Main Route

Start at the [Concealed Handgun Licensing Section Home Page](#).

CHLS Home

Click on "Applicant and Instructor Information" to get to the Concealed Handgun Program page.

CHLS Program

Scroll down to the "Instructors" section.

CHLS Program

Shortcut

Click on "[Instructor Information](#)" to get to the Instructor Information page.

CHLS Instructor Info

Click on "Online Instructor Renewal Exam" to get to the Password page.

CHLS Password

Enter the usual super-secret instructor password to start the exam. If you've forgotten it email DPS at the instructor email. Click "Submit" for the Instructor Exam page.

CHLS Exam

Enter your name, instructor number, and email, then click "Submit" for the Confirmation page.

CHLS Confirmation

Scroll down and click for the first of fifty questions. Some are true-false, some multiple choice.

CHLS T/F

CHLS Choice

Select the best answer for each question. Do not select more than one answer. Click "Submit" to record your answer. **You cannot change a submitted answer.** Click "Next" for the next question. Once you answer question 50/50 the Exam Complete page will appear.

CHLS Complete

Click anywhere to go to the Results page.

CHLS Results

Print the Results page for your records. Do not send it to DPS. They already have your score. When you click Exit the page will close.

You are now finished with the exam.

All sorts of rumors are floating around about what else instructors must do to renew. AFAIK DPS hasn't figured it out yet. We can't complete renewal more than six months ahead of our expiration date, 12/31/2011, so CHLS has until 7/1/2011 to come up with a plan.

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