

926B Actively Serving Checklist (DAF)

1. Visit www.leosaonline.com and create an account
2. Download/print the 926B application
3. Complete the application and have it notarized
4. Upload photo to leosaonline account (passport style photo)
5. Complete payment online via paypal or include cashier's check or money order with application
6. Request CC Endorsement Letter (example on SmartNet)
7. Verify all DoD POST requirements have been signed off in AFTR. The DoD POST requirements are provided in the LEOSA Training Requirements for 0085/0083 (SmartNet)
8. Ensure the 623a QLEO 0085/0083 for DAF (SmartNet) is copied and placed into AFTR and signed off by Supervisor and Applicant
9. Complete ADLS CBT's (located bottom of CFETP listing)
10. Provide a copy of driver's license (Do not send a copy of CAC)
11. Mail completed application to **Defense Consulting Services (DCS)**
8000 IH-10 W Suite 600
San Antonio, TX 78230

- **Items that should be included with application**

- Notarized Application (Signed and Dated)
- Copy of Driver's License
- CC Endorsement Letter
- Passport Photo and Payment if not provided online