Starting a New Individual Application

Have you been registered with the Private Security Program within the last 3 years?



<u>No</u>

New Individual Application (Unregistered Applicants)

Select Red Button to "Start individual application"



Browser Support: This service supports the last two versions of major desktop browsers (Internet Explorer, Microsoft Edge, Safari, Chrome, and Firefox). We highly recommend updating to the most current version of your preferred browser. Your browser will notify you if there is a new version available.







Do you know your email and password?



Back

Login Trouble Shooting

Select "Can't Log in"



Enter your Last Name as it appears on your driver license or ID card, Date of Birth, Social Security Number, and email. Check Box "I'm not a robot", complete the Captcha, and Select Submit. Follow the prompts to complete the login process.



For applicants who have an existing profile

Enter your email and password.



Select the "My Applications" tab and select the Blue "Start Application" button.







Individual Application

Application Information

Select the type of application. The lists below the application type indicate the registrations applicable. Select Next

TOPS Texas Online Private Security		
Application Information	Individual Application	
Application Type	Let's get started. Choose a registration type based o	n the services below.
Registration Type	Select Application Type	
Personal Information		
Employment Information	Armed Registration	
Contact Information	Governmental Letter of Authority Personal Protection Officer Governmental Letter of Authority Commissioned Security	Officer • Personal Protection Officer • Commissioned Security Officer
Military Status	Covenine Rai Letter of Automy Commissioned Security	
Texas Peace Officer	Instructor Registration	
Question Sets	Level III Firearms Instructor Level I Alarm Instructor	Level IV Personal Protection Instructor Level III Classroom Instructor
Application Review		
Confirmation	Owner/Manager Registration	
	· Manager	
	Unarmed Registration	
	Continuing Education Instructor Security Consultant Employee of License Holder Guard Dog Trainer Governmental Letter of Authority Non-Commissioned Security Officer Alarm Systems Installer Alarm Salesperson	Alarm Systems Monitor Private Investigator Electronic Access Control Device Installer Locksmith Security Salesperson Branch Office Manager Non-Commissioned Security Officer

Cancel

Previous Next

Choose the endorsement type. Select Next



Personal Information

Submit a UNIQUE email address. Each person accessing TOPS is required to have a unique email address. TOPS users cannot share email addresses. Submit a PRIMARY email address. The email address you provide should be an email address you access frequently and that is portable. Select Next

Application Information	Personal Info	rmation					
Application Type	Now it's time to gather	some persor	al information. The	e name provided o	n the app	lication should mat	ch the
Registration Type	name on your personal	identification	r.				
Personal Information	Note: For Texas DL/ID	holders. The	e Texas DL or ID p	hoto on file with the	e Departn	nent will be used fo	r the
Employment Information	Private Security pocket	card					
Contact Information	Personal Informa	tion				and the second	
Military Status	Last Name required	First N	ame required	Middle Name		Suffix	
	- L.					Please Select	
lexas Peace Officer	Email Address required			Confirm Email A	ddress ma	uired	
Question Sets	-		Enter a valid ema	all first.			
Application Review	Social Security Number required		Confirm Social S	Security N	lumber required		
Confirmation							
	Date of Birth required		Country of Birth				
	mm/dd/yyyy		Please Select				
		C preferred	ID State required		ID Num	ber mune 19de	
	Please Select	-	Please Select				
	- Alt	Land .					

Employment Information

Entering the business license number will populate the name of the business, verify the name before proceeding. Note - If applying unaffiliated leave blank. Select Next

TOPS Texas Online Private Security	
Application InformationApplication TypeRegistration TypePersonal InformationEmployment InformationContact InformationMilitary StatusTexas Peace OfficerQuestion SetsApplication ReviewConfirmation	Employment Information Enter your employment information for this endorsement. If you don't know your employer's license number, please contact them before proceeding. Note: You do not have to be employed to submit an application. A pocket card will not be issued until you are registered with a licensed employer. Additional fees may apply. Employment Information Business License Number
	Cancel Previous Next

Address Information

Physical address cannot be a PO Box.

Application Information	Address Info	rmation		
Contact Information	Please enter your add	tress and contact information.	The physical address canno	t be a Post Office Box (P.O.
Address Information	Box).	e mailed to this Mailino Addres		
Demographic Information Duties	Physical Addre	ss		
Military Status	Country requires			
Texas Peace Officer	United States of An	verica		
Question Sets	Address 1 returns			
Application Review	Address 2			
Confirmation	Address 2			
	City reports	State means	Postal Code reares	County maxima
	-	Texas	XICOCK OF XOCCCC-ROOM	select one
	maning Addres			
	Same as Physic	al Address		
	Country rearres			
	United states of Au	den ca		
	Address 1 mount			
	Address 2			
	City maures	State resures	Postal Code mourre	
		Texas	X0000 01 X00000-0000	
	Contact Informa	tion	and the second	
	Phone Number reser		Alternate Phone Numbe	

Demographic Information

Application Information	Demographic Inform	ation		
Contact Information	Demographic Information			
Address Information	Gender required			
Demographic Information	Please Select			
Duties	Height (feet) moured	Height (inches)	nequired	Weight (pounds) sequine
Military Status	Please Select	Please Select	9	
Texas Peace Officer	Eye Color required		Hair Color required	
Question Sets	Please Select		Please Select	Y
Application Review	Race recurse			
Confirmation	Please Select	×		
	Allases			
	Add text here			

Job Duties

A short description of your job duties is required. Select Next

TOPS Texas Online Private Security	
Application Information	Duties
Contact Information	Give us a brief description of the Duties you'll be performing.
Address Information	Duties
Demographic Information	Duties required
Duties	Add text here.
Military Status	
Texas Peace Officer	
Question Sets	h.
Application Review	300 characters remaining
Confirmation	
	Cancel Previous Next

Military and Peace Officer Information

Military Status

Military status will determine application fees in accordance with <u>Senate Bill 807</u> (84th Legislative Session). Additional information will be required for status other than N/A.

TOPS Texas Online Private Security	
Application Information	Military Status
Contact Information	Choose your Military Status. required
 Military Status	Military Status
Military Status	Wot Applicable of Not Applying For Fee Exemption
Texas Peace Officer	© Active Duty (Military or Texas Military Forces)
Question Sets	Spouse of Active Duty (Military or Texas Military Forces)
Application Review	O Armed Forces Veteran
Confirmation	
	Cancel Previous Next

Peace Officer Status

Peace officer status will be used to determine required fees and documents. Additional information will be required for status other than Never/Not currently.



Acknowledgement Questions

Read carefully and select the appropriate answer. Application cannot proceed if all questions are not answered and all acknowledgements checked. The screen shots are questions pertaining to your background and acknowledgements of specific information about the program.

Texas Online Private Security	
Application Information	Additional Information
Contact Information	Complete the background questions and acknowledgments below.
Military Status	Background Information Questions
	1. Have you ever been convicted, in any jurisdiction, of a felony level offense? required
lexas Peace Officer	igodot Yes - Less than 10 years since completing my sentence or probationary period.
Question Sets	\odot Yes - More than 10 years since completing my sentence or probationary period.
Iditional Information	© No
pplication Review	2. Have you ever been convicted, in any jurisdiction, of a Class A or equivalent misdemeanor? required
Confirmation	igodot Yes - Less than 5 years since completing my sentence or probationary period.
	igodot Yes - More than 5 years since completing my sentence or probationary period.
	© No
	 Have you, within the past 5 years, been convicted, in any jurisdiction, of a Class B misdemeanor equivalent offense? required
	O Yes
	© No
	4. Are you currently charged with, or under indictment for, a felony, or Class A misdemeanor?
	© Yes
	© No
	5. Are you currently charged with a Class B misdemeanor / required
	Ves No.
	U NO
	6. Have you ever been found by a court to be incompetent by reason of mental defect? required
	© Yes
	© No

Application Review

Navigation Tip:

Each section has an edit button. The edit button will take you to the selected section to make corrections. Then you must progress through the screens again and make any additional changes required. Select NEXT after you have verified that the information on the review screen is correct.



Review Fees

Navigation Tip:

If you provided employer information, selecting the Submit Application button alerts you to notify your employer to login and verify employment. The employer may elect to pay for the application at that time, or you will receive an email to pay after employment verification.

If you did not provide employer information, select the Submit Application button to proceed to payment.

TOPS Texas Online Private Security	
Application Information	Review Fees
Contact Information	You're almost done. Please review the fees. All communications will be sent to the email below. Use this link to change the email address.
Military Status	Your email: tpetty@z.com
Texas Peace Officer	Private Investigator License
Question Sets	License Fee \$30.00 Pocket Card Fee \$5.00
Application Review	Subscription Fee \$2.00
Application Review	FBI Background Fee \$25.00
Review Fees	
Confirmation	Texas.gov Price: \$62.00
	This service is provided by Texas.gov the official website of Texas. The price of this service includes funds that support the ongoing operations and enhancements of Texas.gov which is provided by a third party in partnership with the State.



Pay with Credit Card

Previous Next

Confirmation

The confirmation page provides the next steps to continue the application. If you did not include employer information, the confirmation page is displayed after payment. If you included employer information, the confirmation page contains information regarding employer verification. You will also receive this information by email. The Exit button returns you to the Landing Page.

NOTE: You will be unable to create an account or check the status of your application until after the required fees have been paid.

