




## REQUEST FOR COURSE EVALUATION & CEU ASSIGNMENT

Washington Certification Services at Green River College processes all Requests for Course Evaluation and CEU Assignment based on procedures established by Washington State Department of Health's Waterworks Operator Certification Program. Requests for evaluation of Live Training that are incomplete, submitted by other than the course sponsor, received less than **15 days in advance** of the course date, or that do not meet DOH guidelines for CEU assignment will be returned to the originator.

 [submittalsWCS@greenriver.edu](mailto:submittalsWCS@greenriver.edu)

 **Washington Certification Services 1221 D  
Street NE Auburn, WA 98002**

**PLEASE DO NOT USE STAPLES**

### SPONSOR INFORMATION

Sponsoring Organization

Contact Name

Company

Address 1

Address 2

City

State

Zip Code

Email

Phone Number (including area code)

Website

Would you like a link to your training to be posted on our website? If so, enter website above

### COURSE INFORMATION

Conference Title

Start Date

End Date

Location (Indicate city or "remote")

Has this course been evaluated previously?

☐ Yes ☐ No

If yes, enter Course Identification Number A

Has the course content or length changed since the last evaluation?

☐ Yes ☐ No

How is this training directly related to the operation or maintenance of a water system, or to the management of the operation or maintenance of a water system?

How will waterworks operators use this training to influence water quality, water supply or public health protection?

How will attendance be monitored and verified?

Satisfactory program completion demonstrated by (check as appropriate and attach examples):

☐ Skill Demonstration or Project

☐ Oral/Written Report or Examination

☐ Other

### REQUIRED ATTACHMENTS

- ☐ Outline, program or abstract
- ☐ Learning outcomes that participants will be expected to demonstrate as a result of this training
- ☐ Time schedule including beginning and ending times, breaks, lunches, etc.
- ☐ Name, address and professional qualifications of instructor and method of instruction used

### FOR OFFICE USE ONLY

CEU Assignment

Date

ID Number