



LIVE TRAINING SUBMITTAL FORM

If you have completed relevant waterworks Live Training (formally known as Classroom Training) and earned **CEU or college credit** that has not been forwarded directly to Washington Certification Services by the course sponsor, you may submit training documentation for evaluation toward the waterworks operator professional growth requirement. Include all required documentation when submitting this form.

 submittalsWCS@greenriver.edu

 Washington Certification Services Green River College 1221 D Street NE Auburn, WA 98002

PLEASE DO NOT USE STAPLES

STUDENT INFORMATION

First Name

Last Name

MI

Home Address 1

Home Address 2

City

State

Zip Code

Email

Home Phone Number

Washington Waterworks Operator Certification Number


(Required to post training to transcript)

COURSE INFORMATION

Course Title

Course Sponsor

Course Completion Date



Location (Indicate City/ State or "Remote")

CEU/College Credit Awarded by Course Sponsor (Required)

REQUIRED ATTACHMENTS

- ☐ **Certificate of completion or transcript** verifying CEU/college credit awarded by course sponsor. If CEU has been awarded based on individual conference sessions attended, you must submit verification of specific sessions completed and CEU awarded for each session. You must also submit the additional information listed below for **each** conference session.
- ☐ **Course description, outline, or syllabus** documenting how the training is directly related to the operation or maintenance of a water system, or to managing the operation or maintenance of a water system; and how it influences water quality, water supply or public health protection.
- ☐ **Name, address, email, and phone number of course sponsor**
- ☐ **Course time schedule** showing beginning and ending times of training and all scheduled breaks.
- ☐ **Attendance monitoring declaration** if course was completed remotely/ virtually.

Note: Incomplete forms or forms submitted without all required attachments will be returned to the originator without further evaluation.

FOR OFFICE USE ONLY

Course Completion Date



CEU/College Credit Accepted

☐ Approve

☐ Deny

Comments