



OFFICE OF SUPERINTENDENT OF PUBLIC INSTRUCTION
 Professional Certification
 OLD CAPITOL BUILDING, PO BOX 47200
 OLYMPIA WA 98504-7200
 (360) 725-6400 TTY (360) 664-3631
 Web Site: <http://www.k12.wa.us/cert/>
 E-Mail: cert@k12.wa.us

**Continuing Education Clock Hour Credit
 INSERVICE REGISTRATION**

Use this form to verify your attendance at an approved clock hour offering outlined in Section II below. This form must be retained by the individual as verification of attendance. It is the individual's responsibility to maintain accurate records for compliance with certification regulations. **DO NOT USE THIS FORM IF YOU ARE RECEIVING COLLEGE CREDIT FOR THIS INSERVICE PROGRAM. PLEASE PRINT AND USE PEN ONLY.**

SECTION I - INFORMATION - PARTICIPANT

LEGAL NAME (Last, First, Middle)			MAIDEN OR FORMER NAME		
DATE OF BIRTH (m, d, y)	SOCIAL SECURITY NO. (Optional)	WASHINGTON CERTIFICATE NUMBER	(Optional)	Female Male	
HOME ADDRESS (Street, City, State, Zip Code)			TELEPHONE NUMBER		
			HOME () BUSINESS ()		

SECTION II - INSERVICE PROVIDER - CLOCK HOURS

TITLE OF INSERVICE OFFERING					
TOTAL NUMBER OF CLOCK HOURS AVAILABLE FOR INSERVICE OFFERING			FIRST DAY OF INSERVICE	LAST DAY OF INSERVICE	
SPONSORING PROVIDER NAME (AGENCY GRANTING CLOCK HOURS)				BUSINESS TELEPHONE NUMBER	
Washington School Counselor Association				(253) 445-0541	
PROVIDER ADDRESS					
8322 110 th St E, Puyallup WA 98373					
SPONSORING PROVIDER INSERVICE CONTACT PERSON				TELEPHONE NUMBER	
Chris Kelly				(253) 445-0541	
Clock Hours include STEM content		<input type="checkbox"/> Yes	<input type="checkbox"/> No	Clock Hours include TPEP content	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	

SECTION III - AFFIDAVIT - PARTICIPANT

I, _____, swear/affirm that I earned _____ clock hours for actual attendance at this inservice. I am not applying for college/university credit for this program. Also,

I, _____, certify (or declare) under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct. The intentional misrepresentation of a material fact in this form subjects the holder to revocation of his/her certificate pursuant to chapter 181-85 WAC. This form should be retained by the holder for possible dispute (WAC 181-85-085).

_____ Original Signature of Participant _____ Date

SECTION IV - INSERVICE PROVIDER - VERIFICATION

When signed by the approved inservice provider, this form serves as a transcript or letter documenting eligible credits as required for salary purposes by WAC 392-121-280(3).

_____ Original Signature of Inservice Provider or Designee _____ Date