

WATER WORKS DISTANCE EDUCATION SUBMITTAL FORM

Only distance education courses pre-approved by Washington State Department of Health (DOH) or completed for college credit through an accredited college or university may be submitted for evaluation toward the water works operator professional growth requirement. All courses must be completed following the Department's *Distance Education Approval and Examination Procedure*. You must complete this form for each course and mail it with the required attachments to:

Peggy Barton
Certification Services/Green River Community College
12401 S. E. 320th Street M/S WW
Auburn, WA 98092-3622

STUDENT INFORMATION

Name _____
(Last) *(First)* *(M.I.)*

Home Address _____

City _____ State _____ Zip _____

Work Phone _____ Home Phone _____

Washington Water Works Operator Certification Number _____ *(Required to post training to transcript)*

COURSE INFORMATION (Please refer to the *Distance Education Approved Course List*.)

Course Title _____

Course Sponsor _____ Course Completion Date _____

Course Format: Online Correspondence Course CD-ROM Video

REQUIRED ATTACHMENTS

- Affidavit of Distance Education Exam Monitoring
- Check appropriate box below:
- Certificate of completion or transcript for course on *Distance Education Approved Course List* verifying CEU awarded by the sponsor. **CEU accepted in Washington may be different than the CEU awarded by the course sponsor.**
- Transcript and course description verifying college credit awarded by an accredited college or university for distance education that meets DOH relevancy criteria

NOTE: Incomplete forms or forms submitted without all required attachments will be returned to the originator without further evaluation. Electronic or FAX submittals will not be accepted.

FOR WETRC OFFICE USE ONLY

Evaluation Date _____ Approve Deny

CEU/College Credit Accepted _____

Comments _____