

CERTIFICATE OF ATTENDANCE
FOR KRS 13B.030(4) AND 40 KAR 5:010 APPROVED TRAINING

Return To:

Administrative Hearings Branch
1024 Capital Center Drive, Suite 200

Office of the Attorney General
Frankfort, Kentucky 40601-8204

TRAINING IDENTIFICATION

Sponsor: Office of the Attorney General, Administrative Hearings Branch

Training Title: _____

Date: _____ Location: _____ Activity # _____

FORMAT OF ACTIVITY (Choose One. Complete separate certificate for each Training.)

- LIVE** (With instructor including questions and interaction. A video replay with a qualified attorney-facilitator, webcasts, and teleconferences are live programs.)
- TECHNOLOGICAL** (Pre-recorded training on DVD) **Date(s) Viewed** _____
- APPROVED IN-HOUSE ACTIVITY**

This Training has been approved by the Administrative Hearings Branch for a TOTAL of _____ CREDIT HOURS. Of this total, _____ credit hours are designated as **specific KRS13B Training**.

- OTHER TRAINING.** Attach a copy of the training material, including an outline listing each topic, each speaker, and amount of time allotted for each presentation, and list:

Title: _____

Sponsor: _____ Location: _____

NOTE: KRS 13B.030(4) and 40 KAR 5:010 requires 18 hours for initial hearing officer training and 6 hours continuing education training per educational year which begins on July 1 and ends on June 30.

INDIVIDUAL CERTIFICATION

NOTE: KRS 13B calculates approved training based on a 60-minute hour

By signing below, I certify that I attended the activity described above and am entitled to claim _____ credit hours.

Print Name Signature

Print Mailing Address (City, State, & Zip Code)

Date

FACULTY PREPARATION CREDIT

Circle All That Apply: Speaker Panel Member Author of Materials

Claim credit for your actual participation/attendance above. You may also claim credit for preparation, not to exceed 12.5 CLE credits per year (divide the actual hours of preparation by 2 to determine CLE credit).

Hours of Preparation _____ divided by 2 = _____ Preparation CLE credits.