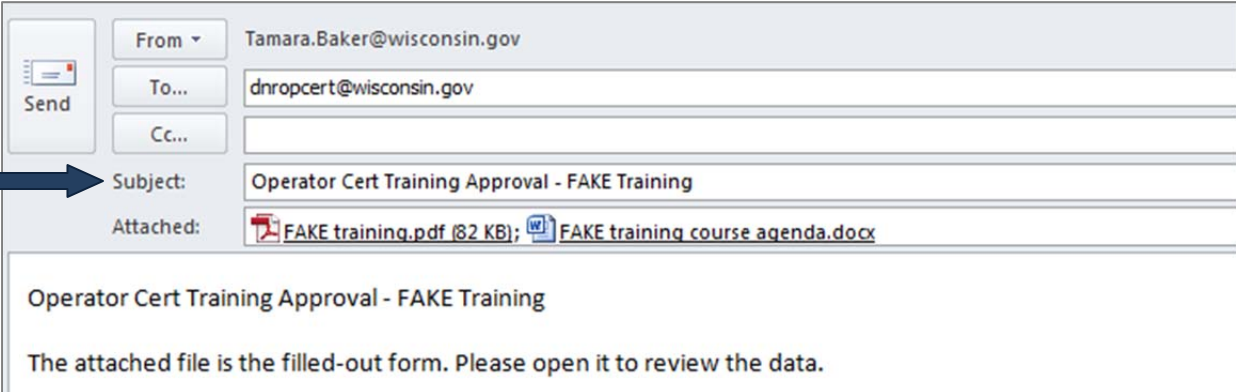


Operator Certification Training Approval Form (4400-288) Instructions

Type directly within the fillable PDF. Complete one form per training; you only need to submit one form for a training that is offered at multiple locations and times. We recommend that you save a completed copy of Training Approval Forms for your records. You will receive a response, by e-mail, from the DNR's operator certification team regarding your training approval request within 14 days.

A complete [Operator Certification Training Approval Form](#) and a [Training Agenda](#) are required for this application to be considered complete. Email the completed form and agenda as attachments to DNROpCert@wisconsin.gov with the "Operator Cert Training Approval - [Training Session Name]" in the subject line.



Send

From: Tamara.Baker@wisconsin.gov

To: dnropcert@wisconsin.gov

Cc:


Subject: Operator Cert Training Approval - FAKE Training

Attached: FAKE training.pdf (82 KB); FAKE training course agenda.docx

Operator Cert Training Approval - FAKE Training

The attached file is the filled-out form. Please open it to review the data.

Use the buttons found at the top or bottom of the form to print, save, or email the form.



Save... Print... Clear Data Submit by Email

State of Wisconsin
Department of Natural Resources
PO Box 7921, Madison WI 53707-7921
dnr.wi.gov

Part 1: Training Approval Contact Information

Provide the name and contact information, and employer or organization affiliation for the individual who will serve as the contact with the DNR regarding this training. The email listed in this section will be used for communications regarding the training approval.

Part 2: Training Information

Please complete the Training Information in Part 2 as accurately as possible. Information provided here may be posted to the [Operator Certification Online Training Calendar](#).

Training Title - This is the training title that should be used in the e-mail subject line.

Training Description - Include a 1-3 sentence description of the training as it relates to an operator's continuing education. **NOTE:** Vendor exhibits or demonstrations that do not include an educational component are not eligible as DNR approved continuing education.

Training Organization(s) - Business, organization, manufacturer, consultant, county, agency, plant, etc. that is organizing the training. If multiple entities are organizing the training, then you may list more than one training organization.

Certification Types - Check certification type(s) that this training's content is relevant to. DNR personal will review the Training Description and Agenda to ensure that the content is relevant to the designated certification types. Note that Small Water System (OTM/NN) training is only approved through contract with the DNR; the current contracted training provider is Wisconsin Rural Water Association (WRWA).

Online training - If the training is available online, please check the box indicating so. Online trainings must be able to track and submit a list of individuals who have completed the online training in order to be approved.

Course Length - Please indicate if the training takes multiple days to complete. We will assume that training is completed within one day if this box is not checked.

Table - "Start Date" is the date when the training is offered, or the first date of the training if it occurs across multiple days. Please complete a new line if the same training is presented at more than one location and/or time. Use the + buttons on the right to add lines, use the - buttons on the left to remove lines.

Course is online Is this a multi-day course? Yes No

| | Start Date | City | State | County |
|---|------------|---------------|-----------|---------|
| - | 04/20/2013 | Stevens Point | Wisconsin | Portage |
| - | 05/13/2013 | Ashland | Wisconsin | Ashland |
| - | 09/23/2013 | Green Bay | Wisconsin | Brown |

Registration Information – Indicate whether or not you would like this training listed on the DNR Operator Certification Training Calendar. If yes, please provide the website, email, and/or phone number where operators can obtain information on registration.

Part 3: Training Agenda

A training agenda must be submitted along with the Operator Certification Training Approval form. Acceptable agendas must include instructor(s)/presenter(s) name, topic(s) to be presented, and time allotted to each topic, including all beginning and end times, breaks and meal times. A syllabus, brochure or other promotional material that includes the aforementioned information will be accepted as a training agenda.