



Student Completion Roster

Course Title: \_\_\_\_\_

Course Offering #: [ ][ ] - [ ][ ] - [ ][ ][ ][ ] - [ ][ ] - [ ][ ] - [ ][ ] - [ ][ ][ ][ ]

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Total Hours: \_\_\_\_\_ Total # of Student Completions: \_\_\_\_\_

Instructor Name: \_\_\_\_\_ Instructor ID #: \_\_\_\_\_

Table with 7 columns: NY ID # or last 4 of social sec. #, Last Name, Suffix, First Name, M.I., FDID, Test/Score. Rows 1-25 are pre-filled with 'NY' in the first column.

I, the undersigned instructor, do hereby verify the Training Authorization Letters for each student listed above have been received, and each student has successfully completed the above referenced course.

Instructor Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Print, sign, & email a scanned copy to: ofpc.training@dhses.ny.gov