

**12 NCAC 09C .0213      STUDENT COURSE COMPLETION RECORD**

The Student Course Completion Record, is a form used to report the satisfactory completion of training in courses other than the "Basic Law Enforcement Training" course. The Report of Training Course Completion shall include student information, name, date of birth, and Social Security Number; employment information to include department or agency, division where applicable, position name or title, and date of appointment; course information to include course title, location held, course start and end dates, class hours, and total contact hours of instruction. The form must be signed and dated by the School Director along with the name of the accredited institution.

*History Note:      Authority G.S. 17C-6; 150B-21.2;  
                         Eff. January 1, 1981;  
                         Amended Eff. August 1, 2000;  
                         Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. May 25,  
                         2019.*