



Board of Peace Officer Standards and Training

1600 University Avenue, Suite 200, Saint Paul, MN 55104

Main: (651) 643-3060 | <https://mn.gov/post>

CONTINUING EDUCATION AFFIDAVIT OF ATTENDANCE

▶ Continuing Education Sponsors are required to submit this Affidavit of Attendance form within 2 weeks of the course conclusion. Sponsors must maintain a list of licensed peace officers and part-time peace officers who have successfully completed the course. This form must be submitted via email to: POSTBoard.Continuing.Education-Rosters@state.mn.us.

1. COURSE INFORMATION

Course Number		Course Title		
Approved Credits		Course Sponsor		
Date(s) of Attendance			Contact Name	
Course Approval Date			Contact Email	
Course Expiration Date			Contact Phone	

2. COURSE ROSTER

	License Number	Attendee Full Name	Date(s) Attended	Credit Hours Attended
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
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15.				

3. SPONSOR AFFIRMATION

- ▶ Line 1 applies to all courses. Lines 2 and 3 apply only to courses covering Mandatory Learning Objectives.
- ▶ Check each box as it applies to this course.

As a representative of the continuing education sponsor, I affirm the following:

- 1. The information on this form is complete and accurate and those individuals listed attended this course for the number of hours indicated and successfully completed the course.
- 2. Attendee learning was assessed according to the plan submitted for this course; and, the results of the learning assessment are documented and, if requested, are available for POST Board review.
- 3. The learning assessment results show that this course is teaching the mandatory learning objectives approved by POST.

By signing this affidavit, I affirm that this course has met all POST Board requirements.

Sponsor Representative Signature		Date	
Sponsor Representative Name		Phone	



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4. COURSE ROSTER (continued from page 1)

	License Number	Attendee Full Name	Date(s) Attended	Credit Hours Attended
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