



Board of Peace Officer Standards and Training

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

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

LEARNING ASSESSMENT AFFIRMATION FOR SPREADSHEET AFFIDAVITS OF ATTENDANCE

- Continuing Education Sponsors who submit Affidavits of Attendance via spreadsheet are required to include this completed form with their submission.
- Both forms must be submitted via email to: POSTBoard.Continuing.Education-Rosters@state.mn.us.

SPONSOR INFORMATION

Course Sponsor			
Sponsor Representative		Phone	

COURSE INFORMATION

1.	Course Number		Course Title	
2.	Course Number		Course Title	
3.	Course Number		Course Title	
4.	Course Number		Course Title	
5.	Course Number		Course Title	
6.	Course Number		Course Title	
7.	Course Number		Course Title	
8.	Course Number		Course Title	
9.	Course Number		Course Title	
10.	Course Number		Course Title	

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 the courses listed above.

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 each 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 each course listed is teaching the mandatory learning objectives approved by POST.

By signing this affidavit, I affirm that all POST Board requirements have been met.

Sponsor Representative Signature		Date	
Sponsor Representative Name		Phone	