

MUKILTEO POLICE DEPARTMENT TRAINING APPLICATION

APPLICANT _____	SSN _____	APPLICATION DATE _____
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COURSE INFORMATION

TITLE _____	COURSE NO. _____
DATES _____ TO _____	LOCATION _____
TOTAL HOURS _____	INSTRUCTOR/SPONSOR _____
COLLEGE CREDITS _____	
PURPOSE FOR ATTENDING: _____	

RELATED COSTS

ESTIMATED

ACTUAL (TRNG USE ONLY)

MEALS _____	\$ _____	\$ _____
LODGING _____	\$ _____	\$ _____
REGISTRATION/TUITION _____	\$ _____	\$ _____
TRAVEL _____	\$ _____	\$ _____
OVERTIME _____	\$ _____	\$ _____
ADVANCE TRAVEL FUND REQUIRED YES <input type="checkbox"/> NO <input type="checkbox"/> TOTAL	\$ _____	\$ _____
SUBMITTED BY _____	DATE _____	

APPROVED: YES NO BY: SUPERVISOR _____ DATE _____

APPROVED YES NO BY: COMMANDER _____ DATE _____

INSTRUCTIONS: FORWARD ALL THREE COPIES TO THE TRAINING OFFICER, WITH THE COURSE OUTLINE, AND REGISTRATION DOCUMENTS, IF AVAILABLE.

NOTIFICATION: YOUR APPLICATION HAS BEEN <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED BY THE DEPARTMENT AND <input type="checkbox"/> IS <input type="checkbox"/> IS NOT BEING PROCESSED BY ADMINISTRATION	
DATE APPLICATION RECEIVED: _____	DATE REGISTRATION CONFIRMED: _____
DATE REGISTRATION SUBMITTED: _____	DATE APPLICANT & SUPERVISOR NOTIFIED: _____
REGISTRATION SUBMITTED HOW: _____	WAS COURSE COMPLETED? YES NO
IF COURSE NOT COMPLETED, WHY? _____	
TRAINING RECORD UPDATED ENTERED BY: _____	DATE "CLAIM FOR EXPENSES" RECEIVED: _____
REMARKS (TRAINING USE ONLY) _____	DATE CERTIFIED & SUBMITTED: _____
	CHARGED: 521. 4912 (REG) \$
	CHARGED: 521 4301 (T&S) \$
	CHARGED: 521. 4301 (LODGE) \$
	CHARGED: 000\000\ (MIS) \$