



Early
Childhood
eTraining

Additional Certification Information Form

*If you would need additional documentation about the training you just completed with Early Childhood eTraining please fill in and mail this form back to our offices **within the next 14 business days**. Requests made within this timeframe will be completed free of charge and will be expedited within 7-14 business days from the date of receipt. Please be reminded that you will need to mail this paperwork within 14 business days to take advantage of this free service. Incomplete applications will not be processed. Requested paperwork must be sent as one complete package. The following items must accompany this form for processing: completed questionnaire, copy of certificate of completion and this additional certification information form.*

Full Name _____ Date of Training _____ User Name _____
Telephone _____ Alternate Telephone _____ Email _____
Address _____ City _____ State _____ Zip _____
Signature _____ Today's Date _____

The reason I am requesting additional certification documentation is:

Which agency is requesting this additional information from you?

What additional information are they requesting (i.e. syllabus, transcript, etc.)
