University of the State of New York
New York State Education Department
(518) 474-6541
School Bus Training Programs

Notice of Program Completion

Mail Original to: PTSI
224 Harrison Street, Suite 300
Syracuse, NY 13202
Attn: Anne Page
Phone: (800) 836-2210 Do Not Fax this Form!

◯ Basic Driver Course ◯ Basic Attendant/Monitor Course ◯ Advanced Driver Course NPO Course Number _____ **Page _____ of _____**

Pri	Last Name	First Name	MI	Mailing Address	License Number or Last 4 SS#	Certificate Number Issued

Directions: List only participants who have completed the training program. Participants scheduled to complete the program through make-up sessions are to be listed on a different NPC after they have completed the program. This document should be filed within three weeks of completion of course. For participants who are employees or volunteers for PRIVATE SCHOOLS, check the "Pri" column. **Please return all unused or voided certificates.**

Note: This document is being filed with a public officer and NYS Agency. It is a violation of Section 175.35 of the NYS Penal Code to file a fraudulent document with a public officer or agency. Said violation is a Class E Felony which is punishable by a maximum fine of $5,000 (Section 80) and/or a prison sentence ranging from a minimum of one year or less to a maximum not to exceed four years (Section 70.00 [1E] and [4]).

I certify the persons named above have received all training required in connection with this program.

SBDI Name (Printed) (must match NPO)	Signature	SBDI Number	Date of Completion