



# Idaho District/Charter School/Private School Approved In-Service Verification of Completion

This form is only valid if it has been signed by an Idaho public school superintendent, charter/private school administrator, or their designee.

The following individual has successfully completed in-service training and is eligible to equivalent credit.

- Fifteen (15) clock hours of formal instruction = 1 in-service credit.
- A maximum of three (3) in-service credits may be applied toward the renewal of an individual's credential.)
- Trainings can be combined in order to reach the minimum of 15 clock hours required to equal one renewal credit.

**FULL LEGAL NAME:** \_\_\_\_\_  
Last First M.I.

**DOB:** \_\_\_\_\_ **EDUID # (if known):** \_\_\_\_\_

**HOME ADDRESS:** \_\_\_\_\_  
Street/PO Box City State Zip Code

**TITLE OF IN-SERVICE:** \_\_\_\_\_

**DATE(S) & HOURS OF IN-SERVICE:** \_\_\_\_\_

**BRIEF DESCRIPTION OF IN-SERVICE:**  
\_\_\_\_\_  
\_\_\_\_\_

**TOTAL CLOCK HOURS OF FORMAL INSTRUCTION RECEIVED:**  
 15 HOURS       30 HOURS       45 HOURS       OTHER: \_\_\_\_\_

\_\_\_\_\_  
Signature of Superintendent, Charter, or Private School Administrator or Designee Date

\_\_\_\_\_  
Printed Name Title

\_\_\_\_\_  
Name of District, Charter, or Private School