



REQUEST FOR TRAINING CREDIT PROPERTY TAX DIVISION

Department of Revenue Use Only	
Date Received	

INSTRUCTIONS

- Mail, fax, or e-mail this form along with copies of your certificate(s) of completion to the Department of Revenue to request credit for training.
- The Department of Revenue will notify you by e-mail of approval or disapproval of your request for training credits.

Requestor		E-mail	Employer
Date of Request	Type of Training <input type="checkbox"/> Technical/Appraiser Certification <input type="checkbox"/> Management		
Course Date(s)	Length of Time (hours)	Course Location	
Course Title		Sponsor/Accreditation	

Briefly describe the course: (or attach a copy of the course outline)

Explain how the course applies to continuing education requirements:

Training credit is requested for: (attach additional sheet if necessary)	
Name	Position

Was course completed? No Yes Date course was completed: _____

DEPARTMENT OF REVENUE USE ONLY

Approved
 Management Technical/Appraisal Credit hours earned: _____
 Course # _____

Not Approved
 Reason: _____

Authorized by: _____ Date: _____

MAIL TO:
**Appraisal Training
 Property Tax Division
 Oregon Department of Revenue
 PO Box 14380
 Salem OR 97309-5075**

OR

E-MAIL TO:
continuing.education@state.or.us