

**WAC 308-408B-060 Certificate of course completion.** Each education provider must issue a certificate of course completion within thirty days to students who have satisfactorily completed the course requirements. The certificate shall include the following information:

- (1) Student's name;
- (2) School's name;
- (3) The course commencement date and completion date;
- (4) Course title;
- (5) Clock hours for the course;
- (6) School administrator's signature;
- (7) Course identification number issued by the department;
- (8) Instructor name; and
- (9) Completion of a required examination, if applicable.

[Statutory Authority: RCW 18.280.050 and 18.280. [18.280.060] (6). WSR 09-13-001, § 308-408B-060, filed 6/3/09, effective 7/4/09.]