University of the State of New York
New York State Education Department
518.474.6541
Virtual Refresher Training

School Bus Driver, Monitor & Attendant Virtual Refresher Training

Notice of Virtual Training Completion

Mail Original to:
NY State Education Department
Room 1075, EBA
89 Washington Avenue Albany, NY 12234
Email: Paul.Overbaugh@nysed.gov
CANNOT BE FAXED!

☐ 2020-2021 Fall Refresher Training ☐ 2020-2021 Spring Refresher Training

- You will need to submit PROOF OF ATTENDANCE, group activity proof of participation, such as, but not limited to, a copy of chat comments, all breakout discussion topics, all polls or surveys the drivers, monitors and attendants participated in. Faxes will not be accepted!
- Upon receipt of the information above, SED will REVIEW AND FILE the NVTC.
- Each entity will be required to keep a recording of the virtual sessions so that it may be referenced in the case of a complaint about the content and/or delivery of instruction or litigation.

ALL NVTC's MUST BE LEGIBLE.

Last Name	First Name	MI	Participant's Work Email	Participant's Personal Email	Phone Number

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

SBDI/MI Name (Printed-must match name on NVTO)	Signature	SBDI/MI Number	Date Training Completed