



# Training Request Form

Barrow County Sheriff's Office

Sheriff Jud Smith

233 East Broad St

Winder Ga, 30680

Training Office

Phone: 770-307-3080

Fax: 770-307-4039

Sgt. David Aderhold Ext: 3936

Dep. Vince Schmidt Ext: 1427

Dep. Alan Dial Ext: 1798

Training Ext: 3970

Personal Info				
Name		Email Address		Okey Number
SSN		Certification Number		Certification Date
Certification Type	Date of Birth	Rank / Title	Assignment	Employment Date

Course Info				
Course Name			Course Number	
Date / Date Range		Course Location		
Course Contact Name		Contact Email Address	Contact Number	
Total Course Hours	Course Required for Certification	Certification Type ( If YES to previous)		
Are funds Requested	Projected Cost(s)	Have you Registered for the Class		

**Validation (All Training Requests approved or Disapproved must be forwarded up the Chain of Command to Training)**  
 Requests may be submitted electronically up the chain of command

Student Signature (Print and Sign)	Date
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IMMEDIATE SUPERVISOR'S APPROVAL  Approve      Disapprove	REASON FOR DISAPPROVAL	
	Supervisors Signature	Date Forwarded

ASSISTANT DIVISION COMMANDER'S APPROVAL  Approve      Disapprove	REASON FOR DISAPPROVAL	
	Assistant Div. Cmdr. Signature	Date Forwarded

DIVISION COMMANDER'S APPROVAL  Approve      Disapprove	REASON FOR DISAPPROVAL	
	Div. Cmdr. Signature	Date Forwarded

Sheriffs / Colonels Approval  Approve      Disapprove	REASON FOR DISAPPROVAL	
	Sheriffs / Col. Signature	Date Forwarded

**FOR TRAINING OFFICE USE ONLY BELOW THIS LINE**

Date Received	Date Entered / Submitted	Status	ACCEPTED    FAXED    WAIT LIST    EMAILED
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NOTES / COMMENTS
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