

OUTSIDE CREDIT REQUEST FORM

Applicant Information (Please print or type)

*Approved courses are available on an hour-for-hour basis.

Submitted by	
Title	City
Address	
City/State/Zip	
Phone	Fax
Email	Date

Outside Credit

Title of Workshop or Conference		
Date	Start Time	End Time
Location		
<p>Attach workshop details, conference agenda, or list main conference topics.</p>		

Please note that only 10 hours of outside credit can be used to complete each level of training in the City Officials Training Center.

Office Use Only

Credit Hours _____	Speaker _____
Date _____	Notes _____

- City Officials Training Center (COTC)
- Kentucky Municipal Clerks Association (KMCA)
- House Bill 119

Please return form to: Kentucky League of Cities
 c/o Amy Carrington Stout
 100 East Vine Street, Suite 800, Lexington, KY 40507-3700
 Email to astout@klc.org or fax to 859.977.3703