

## State Tax Commission Application for Instructor Approval

The State Tax Commission maintains a list of instructors that have received approval to instruct State Tax Commission approved courses. Please complete this form for consideration for approval as a State Tax Commission instructor. This form must be completed in its entirety. Please allow 30 days for your request to be reviewed.

PART 1: APPLICANT INFORMATION		
Applicant Name (First, Middle Initial, Last)		Daytime Telephone Number
Street Address		E-Mail Address
City	State	ZIP Code
Certification Number		Certification Level
Current Place of Employment		Current Job Title
Education Level Attained (Certificates, Associates, Bachelors, etc.)		
PART 2: REQUIRED INFORMATION		
The following items must be submitted to fully review your request. <ol style="list-style-type: none"><li>1. A summary of your assessment administration experience.</li><li>2. A list of any assessment courses you have previously instructed, including when the instruction took place.</li></ol>		
PART 3: REQUIRED INFORMATION		
<i>I hereby certify that all the information contained within, and attached to, this application is true and accurate to the best of my knowledge, information and belief.</i>		
Applicant Name (Printed)		
Applicant Signature		Date

Submit the completed document and required attachments to:  
State Tax Commission  
PO Box 30471  
Lansing, MI 48909-7971