

## State Tax Commission Educational Elective Credit Request

The State Tax Commission has established requirements for annual continuing education in Assessment Administration. To request credit toward an approved elective course you have completed, complete this form and submit it to the State Tax Commission at the following address:

State Tax Commission  
P.O. Box 30471  
Lansing, Michigan 48909-7971

Continuing educational credit requests must be accompanied by a course description and a certificate of successful completion. One educational credit request form must be submitted for each course credit requested. You will be notified by telephone or email if your request is not approved. Otherwise, your credit will be posted to the State Tax Commission Web page using your certification number. **No direct notification will be made for approved credit requests.** Allow two to three weeks for your request to be processed.

Name (Print or Type)	Daytime Telephone Number
E-mail Address	Certification Number
Course Name	Course Instructor
Course Location	Date of Course