

**OKLAHOMA BOARD OF PRIVATE VOCATIONAL SCHOOLS
INSTRUCTOR COURSE ASSIGNMENTS**

Throughout a year, submit for a New Instructor within 30 days of employment.

UNLESS REQUIRED BY THE OBPVS, this form needs only be re-filed within 30 days of the addition of a Course(s).

School/Seminar School: _____

Name of Instructor: _____

New

Already Approved

Complete **Column "A"** for First Time Submissions, to list all courses to be taught by a *new Instructor*.

Complete **Column "B"** for *Approved Instructors ONLY* when a New Course(s) is to be added to be taught.

If the Instructor's Qualifications are already approved by the OBPVS, and an additional Course(s) is being assigned **within the same field**, a replacement Form 1140CM is **not** required to be submitted to the OBPVS. **If not** (when additional or different Qualifications are necessary to meet the Board's minimum standards), accompany this Form with a Form 1140CM to detail the additional Qualifications.

COLUMN "A"	COLUMN "B"
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.
6.	6.
7.	7.
8.	8.
9.	9.
10.	10.
11.	11.
12.	12.
13.	13.
14.	14.
15.	15.

Attach an additional sheet(s), if needed.

Instructor Signature

Signature Date

I certify that the information on this form has been verified and is true and correct. The instructor meets the Board's minimum requirement and/or OAC 565:10-11-1(d) to teach the above course(s). I understand any future changes must be filed with the OBPVS within 30 days.

Signature of the Authorized Administrative Official

Signature Date

Type or print name and title of the Signor for the School/Seminar

School Official's Email

For a New Instructor, also submit: a complete **Form 1140CM** to detail the Instructor's Qualifications,
 a complete and **Notarized Form 1155CM**, and provide all required attachments necessary for OBPVS approval.