

Human Trafficking BOTL Certificates Only

continued

If you are a trainer/facilitator and completed this training as a group and need the mandated certificates for the CDL holder class participants.

- Once the On-Line Roster is submitted and after verification of the trainer/facilitator and course completion, the KSDE School Bus Safety Unit will issue BOTL certificates.
- Digital certificates will be emailed to the trainer/facilitator.



All Other Certificates

- If you are a trainer/facilitator and completed any or other School Transportation training through the KSDE Training Portal as a group (First Observer, Railroad Crossing Safety, etc):
 - Print out a copy of the certificate and attach your normal safety meeting roster for safety meeting documentation.
 - Remember, to date your roster appropriately even though the date on the certificate will never change from the initial completion date.

