

**VERIFICATION OF SERVICES FOR TRAINING
CONDITIONAL APPLICATION (OR EXTENSION)**

**This form must accompany the Conditional Certification Application
or Extension Application if Applicant is still accruing hours**

A person meeting the following minimum qualifications may be considered for Mentor/Supervisor:

- ◆ holder of an Advanced Certificate – Level 1, or equivalent; or
- ◆ holder of a Standard Certificate or equivalent for a period of not less than 5 years
- ◆ holder of a Rural “A” Certificate or equivalent for a period of not less than 5 years

Mentorship Reporting

Mentors must submit a final written report to the UMAAS Board of Examiners at the conclusion of the mentorship period confirming the applicant’s completion of the required 1,800 hours, demonstrated competency in municipal administration practices, and the mentor’s professional recommendation regarding readiness for certification. The Board of Examiners may request additional information or clarification prior to approval.

Name Of Applicant	
Address/phone	
Position	
Municipality	

Name of Supervisor/Mentor	
Address/phone/email	
Position/Municipality	
Certificate held, date & no.	
Signature	Date

Must include certified copy of resolution to hire/contract for Supervisor/mentor

I certify the above statements to be true in all respects	
Signature of Mayor	
Signature Of Applicant	Name Printed
Date	

Please e-mail*/mail application form and **all attachments** to:

Brad Hvidston, Secretary Board of Examiners

PO BOX 303

LEMBERG SK S0A 2B0

Phone: 306-873-2735

Email: urbanboardofexaminers@gmail.com **e-mailed copies do not require originals to be sent*