

WV Public Service Training
Personal Information Form



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Course Title

Course Location

Course Instructor

Last Name First Name M I

Student ID Number (See below) Male Female

Home street address County

City State Zip

Phone number Date of Birth

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Email

WVOEMS Certification Number (if applicable)

Name of your department, agency, or organization

Signature: _____

The signature above authorizes WVPST to release my grade in this course to my affiliate agency.
 The signature above is verification that I have all required prerequisite training for this course.

Student ID Number

The WVPST Student ID number includes the:

- A. First letter of the individual's first name
- B. First four letters of the individual's last name
- C. Individual's birth date in the following format MMDDYYYY

Example - For an individual named Paul Smith with birthday of March 2, 1985, the identifier would be entered as "psmit03021985".

If the individual's last name has less than four letters the following applies:

- A. First letter of the individual's first name
- B. All letters of the last name – for 3rd and/or 4th characters use the letter "o" (Not zero)
- C. Individual's birth date in the following format MMDDYYYY

Example 1 – For an individual with two letters in the last name (i.e. Tim Ha) and a birthday of June 25, 1985, the identifier would be entered as "thaoo06251985".

Example 2 – For an individual with three letters in the last name (i.e. Robert Poe) and a birthday of June 28, 1985, the identifier would be entered as "rpoeo06281985".