

**KANSAS OFFICE OF THE STATE BANK COMMISSIONER  
SPONSOR'S KANSAS CPE COURSE ATTENDANCE ROSTER**

Sponsors: use this form to report loan originator attendance at approved CPE courses.

**INSTRUCTIONS:** Print out and complete this form and attach a copy of course roster listing all attendees. The roster must contain the following items: 1) attendee's printed name, and 2) attendee's loan originator registration number or the last four digits of their social security number. Please return this form and roster within **seven** days of course completion. **Courses given between September 20 and 30 must be faxed to the OSBC the next day.**

**Sponsor Information**

Sponsor's Name: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Sponsor's Representative/Agent: \_\_\_\_\_

(Please Print)

Email: \_\_\_\_\_

**Course Information**

Course Title: \_\_\_\_\_ \*Course Number: \_\_\_\_\_

Course Location (address, city, state): \_\_\_\_\_

Course Date(s): \_\_\_\_\_ Approved CPE Hours: \_\_\_\_\_

\*(Kansas Approval Number)

**Attendance Certification**

I certify the foregoing is true and correct, and that the individuals named on the attached course roster attended all class sessions and each individual has successfully fulfilled all requirements necessary to complete the course named above.

\_\_\_\_\_  
Signature of Sponsor's Representative/Agent

**Return this form to:**  
Office of the State Bank Commissioner  
ATTN: Continuing Education  
700 SW Jackson, Suite 300  
Topeka, Kansas 66603