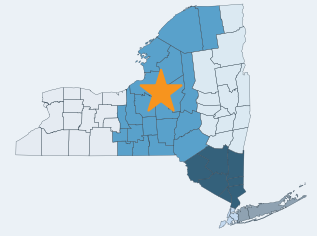


SKILLS FOR SUCCESS

Free Courses for CSEA-represented Employees



CSEA Central
Region 5



Building Better Work Relationships

Central New York DDSO, North Syracuse
October 1, 2024 | 9:00 a.m. - 4:30 p.m.
SLMS CLASS CODE: P_OE_R5_5948



Writing Effective Reports and Evaluations

Department of Transportation Training Center, North Syracuse
October 2, 2024 | 9:00 a.m. - 4:30 p.m.
SLMS CLASS CODE: P_OE_R5_5950



Blueprint Reading Fundamentals

Sampson State Park, Romulus
October 8 & 9, 2024 | 9:00 a.m. - 4:30 p.m.
SLMS CLASS CODE: P_OE_R5_5961



Blueprint Reading Fundamentals

Central New York DDSO, Rome
October 30 & 31, 2024 | 9:00 a.m. - 4:30 p.m.
SLMS CLASS CODE: P_OE_R5_5957



Small Engine Repair

SUNY Oswego, Oswego
November 7 & 8, 2024 | 9:00 a.m. - 4:30 p.m.
SLMS CLASS CODE: P_OE_R5_5972



Carpentry Advanced

Wood Products Technology Building, Morrisville
November 12 & 13, 2024 | 9:00 a.m. - 4:30 p.m.
SLMS CLASS CODE: P_OE_R5_5958



Aspiring Leaders

Broome DDSO, Binghamton
November 19, 20 & 21, 2024 | 9:00 a.m. - 4:30 p.m.
SLMS CLASS CODE: P_OE_R5_5971

Workforce Development Competencies Key



Computer Skills and
Technology



Critical Thinking,
Problem-Solving, and Math



Interpersonal and Customer
Relations



Professionalism
and Self-Management



Trades, Safety, and Risk
Management



Verbal and
Written Communication

Fall 2024 Courses Enroll Now!

Enroll through the Statewide Learning
Management System (SLMS) or by
using the application on the back.

Scan the QR code to search the entire
course catalog online.



APPLICANT INFORMATION

Please print or type.

Name	Signature
-------------	------------------

New York State Government Employees, please provide your employee identification number (NYS EMPLID is 9 characters long, begins with "N," and can be found on your paystub, located to the left of "Pay Rate").

NYS Employee Identification Number or ID number: N _____

Local Government, School Districts, State Authorities, or Private Sector CSEA-represented Employees, please provide your CSEA ID (the CSEA ID is 10 characters long and can be found on your CSEA membership ID card).

CSEA ID: _____

<p>Negotiating Unit New York State Government Employees (select one):</p> <ul style="list-style-type: none"> 02 = Administrative Services Unit (ASU) 03 = Operational Services Unit (OSU) 04 = Institutional Services Unit (ISU) 05 = Professional, Scientific & Technical (PS&T)* 06 = Management/Confidential (M/C)* 47 = Division of Military & Naval Affairs (DMNA) <p>Other _____</p> <p>* As space permits.</p> <p>Non-state CSEA-represented Employee – If Local Government, School District, State Authority, or Private Sector CSEA-represented employee, check here <input type="checkbox"/></p>	<table border="1" style="width:100%"> <tr> <td style="width:60%">Current Job Title</td> <td style="width:40%">Grade</td> </tr> <tr> <td colspan="2">Name of Agency or Organization</td> </tr> <tr> <td colspan="2">Facility</td> </tr> <tr> <td colspan="2">Day Phone</td> </tr> <tr> <td colspan="2">Email Address (Must provide at least one)</td> </tr> <tr> <td colspan="2">Home:</td> </tr> <tr> <td colspan="2">Work:</td> </tr> </table>	Current Job Title	Grade	Name of Agency or Organization		Facility		Day Phone		Email Address (Must provide at least one)		Home:		Work:	
Current Job Title	Grade														
Name of Agency or Organization															
Facility															
Day Phone															
Email Address (Must provide at least one)															
Home:															
Work:															

Reasonable Accommodation: All participants are welcome. If you have a disability and need an accommodation, check here . A Partnership staff member will contact you for further information.

COURSE INFORMATION

Course Title	Date	SLMS Class Code
1.		
2.		
3.		
4.		

SUPERVISOR APPROVAL

By signing this application I grant this employee release time, without charge to leave credits, to attend the course(s).

Supervisor Name (Print or Type)	Supervisor Signature	
Supervisor Email	Supervisor Phone Number	Date

Email to: learning@nyscseapartnership.org. Fax to: (518) 486-1989 or (518) 473-0056. Or mail to: NYS & CSEA Partnership
Corporate Plaza East – Suite 502, 240 Washington Ave. Ext., Albany, NY 12203

NOTE: Course registration deadlines are approximately two weeks before the first day of the class.