

For CEU credit, please follow these directions:

Step 1 - take the assessment on the state website

- go to the state website <https://tx.train.org/>
- click on "Create Account" on the left and complete the login pre-assessment
- create an account using your work e-mail address as BOTH your "Log In" name and e-mail address; Ex. firstname.lastname@mhmraharris.org
- click on "Course Search" on top left; search by course ID: 1016317, or by subject: COPSD
- click on the course: [The State of Texas COPSD Training](#)
- click on the "Registration" tab
- select credit type = *CEU/CE* or *None*. You can receive 8 hours of CEUs if needed.
- Click "Launch" to load the COPSD Post Assessment, answer the questions, then press "Exit"

Step 2 – complete course evaluation

- return to the "Home" tab on the state website <https://tx.train.org/>
- click on "My Learning" under the "My Learning Record" on the middle right of the page
- click on the Status of your COPSD training – [Completed, but an evaluation is pending](#)
- complete 8 questions of the evaluation

Step 3 - print completion certificate

- return to the "Home" tab on the state website <https://tx.train.org/>
- click on "Certificates" under the "My Learning Record" on the middle right of the page
- click on [COPSD Training](#) under Certificates, open the file and print