

**ELECTRONIC OPERATOR REGISTRATION  
FOR MONDAY, October 10, 2016, CERTIFICATION EXAMINATION  
(LANSING, MI)**

**The Certified Electronic Operator (CEO) designation is available only to court employees.**

**Please read the following warnings and instructions before proceeding:**

- Falsifying information on your registration will result in your exclusion from the certification program.
- The chief judge must sign your registration and attach a request to obtain your temporary certification.
- Registrations will not be processed unless all requested information is provided. **Please fill in all blanks.**
- A \$60.00 registration fee is required by MCR 8.108(G)(3). Please send a check or money order only, made payable to the "State of Michigan." **DO NOT SEND CASH. This fee is not refundable or transferable.**
- Completed registrations and the registration fee must be **postmarked** no later than September 1, 2016. Send to **Certification, PO Box 30048, Lansing, MI 48909.**

**NOTE: Early registration recommended because of limited seating.**

<p><b>IDENTIFYING INFORMATION (please print or type)</b></p> <p>_____ CEO no. (if applicable)</p> <p>_____ Date of birth</p> <p>_____ Last name                      First name                      Middle initial</p> <p>_____ Residence address</p> <p>_____ City and zip</p> <p>_____ Area code and telephone no.    E-mail address</p>	<p><b>Type of Equipment Used by Court (check all that apply)</b></p> <p><input type="checkbox"/> Digital video    <input type="checkbox"/> Digital audio    <input type="checkbox"/> Analog tape    <input type="checkbox"/> Videotape</p> <p>_____ Length of service with court and title of position</p> <p>_____ Name of court</p> <p>_____ Court address</p> <p>_____ City, county, and zip</p> <p>_____ Area code and telephone no.                      Area code and FAX no.</p>
<p>Have you been convicted of a felony?    <input type="checkbox"/> Yes    <input type="checkbox"/> No    If yes, what was the date?</p> <p>Are you on probation or parole?    <input type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>If no, what date were you released from jail/prison or discharged from probation/parole?</p> <p>If yes, what date does your jail/prison sentence expire or what date does your term of probation/parole expire?</p>	
<p><b>EXAM LOCATION - Hall of Justice, 925 W. Ottawa St., Lansing, Michigan 48915</b></p> <p>Scheduling information and materials will be e-mailed to you approximately 2-3 weeks before the examination.</p>	

**For temporary official operators only:** This applicant has the requisite skills and experience to fulfill the duties of official court operator. Furthermore, the applicant will receive instruction from and be supervised by a certified electronic operator.

**NOTE: An applicant will be permitted to take this examination only if he or she has submitted documentation to the State Court Administrative Office showing satisfactory completion of a post-high school board-approved workshop or course of study, or other board-approved curriculum.**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Registrant's signature

\_\_\_\_\_  
Chief judge's signature

\_\_\_\_\_  
Chief judge's name (type or print)