

OSHA CARD AND COURSE CERTIFICATE REPLACEMENTS

TRAINER CARDS

Students may request a trainer replacement card as long as their authorization has not expired or is within one month prior to expiration. A \$35.00 fee will be charged for each replacement card. Various shipping costs and options are available.

Please provide complete and accurate information on the request form. Incorrect or insufficient information will delay your request.

For security purposes, **credit card information should never be emailed**. It may be faxed, mailed to our office, or submitted in person.

INSTRUCTIONS:

Option 1: Email the completed form to unex-cashiering@ucsd.edu and request a follow up phone call to pay with a credit card.

Option 2: Fax the completed form Attn: Financial and Business Services at (858) 822-2243 and request a follow up phone call to pay with a credit card.

Option 3: Mail the completed form with a check made payable to **UC REGENTS** to:

UC San Diego Division of Extended Studies
Attn: OSHA Training Institute Education Center
9500 Gilman Drive, MC0170F
La Jolla, CA 92093

COURSE COMPLETION CERTIFICATES

Course completion certificates are provided in a **PDF format** only.

The OSHA Department is not authorized to replace a course certificate prior to 2018 due to those certificates having different signatories than we currently have (e.g. OSHA and UCSD). This accuracy assists OSHA with controlling fraudulent certificates.

You also may obtain a copy of your grade report in your [MyExtension](#) account or request [Transcripts](#) to use as proof of attendance.

INSTRUCTIONS:

To request a replacement course completion certificate, email oshatraining@ucsd.edu with the following information: Student Name and Number (begins with a "U"), Name of Course, Dates, Location and Section ID. There are no fees for these replacement certificates.

OSHA 10/30 HOUR STUDENT CARDS

Trainers may request one student replacement card (per student) if the course end date does not exceed five years. View more Outreach Card information [here](#).

INSTRUCTIONS:

Please email the Outreach Training Department at oti-outreach@ucsd.edu for assistance.

TRAINER CARD REPLACEMENT FORM

<p>No. of Cards: _____ X \$35.00</p> <p>Shipping (<i>choose one</i>): U.S. Postal Service: \$10.00 FedEx 3 Day: \$20.00 FedEx 2 Day: \$35.00 FedEx Priority Overnight: \$55.00</p>	<p>Total Amount Due: \$ _____</p>
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Student ID #: U _____	Name: _____
Address: _____ _____ _____	
City: _____	State: _____ Zip Code: _____
Daytime Phone Number: _____	Email Address: _____

Trainer Card Replacement Options:

*Note: Only one replacement card per authorized industry is allowed.
 Please check below which card(s) you need replaced.*

- OSHA 500/502:** Trainer Card for **Construction** Industry Outreach Trainers
- OSHA 501/503:** Trainer Card for **General Industry** Outreach Trainers
- OSHA 5400/5402:** Trainer Card for **Maritime** Industry Outreach Trainers
- OSHA 5600/5602:** Trainer Card for **Disaster Site** Industry Outreach Trainers
- OSHA 5109/5029:** Trainer Card for **Cal/OSHA Construction** Outreach Trainers
- OSHA 5119/5039:** Trainer Card for **Cal/OSHA General Industry** Outreach Trainers