



Bureau of Animal Health and Welfare

P.O. Box 19281 • Springfield, IL 62794-9281 • 217/782-6657 • TDD 217/524-6858 • Fax 217/558-6033

September 1, 2011

To Animal Shelters & Humane Societies:

Enclosed is an application for the Humane Investigator Training Seminar and Examination. The application should be forwarded to members your organization is sponsoring to be Approved Humane Investigators.

The training and examination will be held on these dates at following locations:

October 25th (limited to 100)	CMS N. Suburban Facility 9511 Harrison Street, Des Plaines Registration 8:30 am
October 27th (limited to 100)	Il Department of Agriculture 801 Sangamon Avenue, Springfield Registration 8:30 am

Your organization must provide a letter of sponsorship as part of the application for each of the applicants testing. The enclosed application, the letter of sponsorship, and letter of recommendation from a licensed veterinarian must be mailed to the Illinois Department of Agriculture and postmarked by October 15th. No application will be accepted with a postmark later than October 15th. FAX applications will not be accepted. It is the responsibility of the applicant to submit a complete application. Incomplete applications will be returned.

Each applicant is required to bring to the examination a blank "Notice of Violation" that is used by your organization. Questions for the examination will be based on the **Illinois Humane Care for Animals Act**. You may print out copies of this act located at the Dept of Agriculture website at: <http://www.agr.state.il.us/Laws/index.html>. Scroll down and click on the Humane Care for Animals Act.

Licensed facilities under the Illinois Animal Welfare are now available at the Dept. of Agriculture website at: <http://www.agr.state.il.us/regulation/licenses.php>. Scroll down to inspection and regulation and click on licensee lookup.

For further information, please contact Regina Burris or Jackie Eckert at 217/782-6657.

Sincerely,

Mark Ernst, D.V.M.
State Veterinarian
Bureau of Animal Health & Welfare
Illinois Department of Agriculture

ME/rb

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**APPROVED HUMANE INVESTIGATOR
APPLICATION**

As provided in the Illinois Humane Care for Animals Act

Date: _____

Please indicate which date of the Humane Investigator Training that you will be attending:

_____ October 25, 2011 (Des Plaines) _____ October 27, 2011 (Springfield)

Email address for confirmation of test date: _____

Name: _____ Address: _____

City: _____ Zip Code: _____

Phone: _____

Counties where investigations will be conducted: _____

Check the type of education verification attached: **The type of education verification must be attached.**

_____ High School Diploma or Equivalent (GED) _____ Secondary Education (College)

Name of Humane Society: _____ Address: _____

City: _____ Zip: _____ Phone: _____

Humane Society sponsorship letter must be attached.

Name of Veterinarian: _____ Address: _____

City: _____ Phone: _____

Veterinarian recommendation letter must be attached.

(Over)

Briefly describe your experience in caring for animals:

Type of animal(s):

Number of years experience with each animal listed above:

Briefly state why you wish to become an Approved Humane Investigator:

Have you had formal training in the care of animals? Yes No

When and Where?

The undersigned, who is an applicant for the examination procedure and the designation as an Approved Humane Investigator under the Illinois Humane Care for Animals Act, recognizes and agrees to the following:

1. The credential, which will be issued after successful completion of the examination, is the property of the State of Illinois.
2. The credential shall be returned to the Department upon disassociation with the humane society, suspension of appointment by the Department or voluntary surrender of appointment by the applicant. Upon request, a formal hearing will be scheduled if the investigator wishes to appeal the suspension.

Applicant Signature: _____