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TO: Heads of State Agencies and Human Resources Directors

SUBJECT: CPTP Continuing Education Course – Performance Year 2025

State Civil Service's Comprehensive Public Training Program (CPTP) is pleased to announce that the continuing education course for the 2025 Performance Year is now available in CPTP's catalog on LaGov Learning and the [SCS website](#). According to Civil Service Rule 25.2, all classified state supervisors are required to complete Mandatory Training Requirements, which includes a continuing education component. As in previous years, these supervisors must complete one continuing education course between the dates of January 1, 2025, and December 31, 2025.

The following course, **SCS CPTP Supervisor Support for Leadership Academy**, will satisfy the CPTP Continuing Education requirement under the Mandatory Supervisory Training Requirements. This course focuses on our newly launched [SCS Leadership Academy](#) and how we can ensure that our participants, as well as their supervisors, can get the most out of this new program. To do so, we have curated one single course that will provide supervisors insight into the Leadership Academy program and offer strategies to enrich the development of their employees who are enrolled in the Academy. Furthermore, existing supervisors will better learn how to support learning in their workgroups and may pick up a few tips themselves!

The continuing education completion credit will only be given beginning January 1, 2025, through December 31, 2025. If the course was taken prior to January 1, 2025, the learner will only receive the course completion and not the continuing education completion.

If you have questions regarding the continuing education courses or any of CPTP's offerings, please contact the Learning, Performance, and Culture Division at SCS at (225) 342-8539 or via email at SCS-CPTP@la.gov.

Sincerely,

s/Byron P. Decoteau, Jr.
State Civil Service Director