



## MEMORANDUM

TO: Alcoholic Beverage Control Board      DATE: September 10, 2019  
FROM: Erika McConnell, Director      RE: TIPS Server Education Course –  
Online Version

**Requested Action:** 3-year review of online server education course

**Statutory Authority:** AS 04.21.025(d): “The board shall review an approved alcohol server education course at least once every three years.”

3 AAC 304.465(h) and (i): “(h) An organization or association that has received board approval for an alcohol server education course shall apply for board reapproval within 33 months of last board approval. Application must be made on a form provided by the board. If application for reapproval is not approved by the board within 36 months after last board approval, training must cease. The application for reapproval must state the following for training provided since the last application:

- (1) the number and names of students trained;
- (2) the locations and dates of training; and
- (3) the names of instructors.

(i) The board will, in its discretion, terminate approval of a course if the board determines that the course is not being presented as approved, that records are not being maintained as required, that students are being certified who have not successfully completed the course, or for other reasons in the public interest. The board will, in its discretion, make its termination of approval effective immediately, if the board determines that immediate termination is in the public interest.”

**Background:** On July 9, 2019, the board approved the in-person server education course offered by TIPS.

“Passports” allowing each board member to take the TIPS online server education course were sent to the board on August 2, 2019, to allow the board to review the online course.