

2026 First Semester Training Schedule

West Virginia Purchasing Division

2026 Dates	Workshop Title	CourseMill Catalog ID	Time	Method
January 14	Contract Basics/Change Orders	PUR419 PUR419W	9 - 11 a.m.	Hybrid
January 28	Agency Delegated Purchasing/ Alternative Purchasing	PUR221 PUR221W	9 - 11 a.m.	Hybrid
February 11	Electronic Business	PUR105 PUR105W	10 - 11:30 a.m.	Hybrid
February 25	Forms and Docs/Inspections	PUR309 PUR309W	9 - 11 a.m.	Hybrid
March 18	Market Research/RFQs	PUR420 PUR420W	10 - 11:30 a.m.	Hybrid
March 25	Statewide Contracts	PUR109 PUR109W	10 - 11 a.m.	Hybrid
April 21, 22	<i>Virtual Purchasing Conference</i>	TBD		Virtual
May 13	P-Card Program	PUR422 PUR422W	10 - 11 a.m.	Hybrid
May 27	wvOASIS Procurement	PUR208	9 - 11 a.m.	In Person
June 10	Preparing and Evaluating RFPs	PUR311 PUR311W	10 - 11:30 a.m.	Hybrid
June 24	OT Requirements	PUR217 PUR217W	10 - 11 a.m.	Hybrid

**All sessions are worth one credit per one hour of training for the 10-hour training requirement for designated procurement officers, per § 148 C.S.R. 1-3.2*