



**Local School Financial Management Certificate Program Graduates
CPE Program
April 3-4, 2019**

This program is designed for graduates of the AASBO Local School Financial Management Certificate Program who need their nine hours of continuing professional education. This two-day training will award 9 hours continuing education.

April 3, 2019

9:00 a.m. - 12:00 p.m.

Public vs. Non-Public Funds

12:00 p.m. - 1:00 p.m. Lunch on Your Own

1:00 p.m. - 4:30 p.m.

Receipting Concepts and the NextGen Receipt Module

April 4, 2019

9:00 a.m. - 12:00 p.m.

Account Coding and Errors

The AASBO Certificate Programs for the Alabama Association of School Business Officials is supported by the State of Alabama Department of Education, Division of Administrative and Financial Services.

NOTICE TO PROGRAM GRADUATES

Local School Financial Management Certificate Program Graduates—all courses will count toward your Professional Certification maintenance requirement of 9 Continuing Professional Education hours per year (October through September).

REGISTRATION FEES

The registration fee for this event is \$100.

LOCATION

All courses will be held at the Pike County Center for Advanced Academic and Accelerated Learning Center located at 205 Mockingbird Lane, Troy, AL 36081.

MEALS

Lunch will be on your own from 12:00-1:00 p.m.

CONTINUING PROFESSIONAL EDUCATION

This program is approved for nine hours of continuing professional education hours needed for Local School Financial Management Graduates.

TRANSCRIPTS

Please contact Liz Majercik at eamajercik@ccs.ua.edu to request a copy of your transcript.

FURTHER INFORMATION

If you have questions or need more information, call Amanda Bergeron, Program Manager, Professional and Management Development Programs, The University of Alabama at (205)-348-9966. You may e-mail her at abergeron@ccs.ua.edu

AASBO MEMBERSHIP DUES

In order to attend this training session, you must be a member of AASBO. AASBO provides programs and services to promote the highest standards of school business practices through professional development, recognition, and the effective management of available resources. Joining AASBO gives you the means to improve both yourself and your organization. Your annual dues of \$50 (\$100 for CSFO) can be paid on this registration form. Membership cycles run from July 1, 2018-June 30, 2019.

BILLING POLICY

Registrations for College of Continuing Studies programs should be accompanied by check or credit card payment. Registrations that are submitted without payment will be billed and collected through UA Student Receivables. To ensure proper documentation of payment, we strongly encourage all registrations be submitted with payment.

ATTENDANCE FROM OTHER DISTRICTS

One week prior to the start date, registration will be opened to local school graduates from other districts. Please register early to guarantee a seat.



Registration Options

Register by Mail
Registration Services
The University of Alabama
Box 870398
Tuscaloosa, AL 35487

Register by Phone
1-866-432-2015
1-205-348-3000

Please submit this entire page for your registration. For multiple registrations, please duplicate this form.

First: _____ Middle Initial: _____

Last: _____

Preferred Name / Nickname: _____

School Name: _____

School System: _____

I work at a (Check One): Elementary Middle High School Central Office

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Phone: _____

Job Title: _____

How did you find out about this program? _____

School issued purchase order # _____ (Must include hard copy.)

Enclosed is a check for \$ _____ made payable to THE UNIVERSITY OF ALABAMA

Charge \$ _____ to credit card: MasterCard VISA American Express Discover

Card # _____ Exp. Date / _____

Security / Verification / CVV Code _____ (Three or four digit code on back or front of credit card.)

Need our STAARS Vendor Number? Please use VC000118827 for UA College of Continuing Studies. The University of Alabama is committed to complying with the Americans with Disabilities Act. Requests for accommodation of physical and/or dietary needs should be made at least 30 calendar days in advance of the program date. Please email your request to abergeron@ccs.ua.edu. A portion of the invoice amount for this program will go to the Capstone Lifelong Learning Foundation to support activities of The University of Alabama and the College of Continuing Studies.

April 3-4, 2019

AASBO Membership Dues Program #07-920-19

AASBO Membership is required to attend this training session.

- \$50 Active Members
- \$100 CSFO

Local School Financial Management Certificate Continuing Education

Program # 07-353-19
Pike County Center for Advanced Academic and Accelerated Learning Center
205 Mockingbird Lane
Troy, AL 36081

- \$100 Registration Fee

- Select from the following. I am:
- AASBO Certificate Program Graduate
 - Payroll/Personnel Certificate Program Graduate
 - Local School Financial Management Graduate
 - NOT a graduate of these programs

This program is only available to graduates of the Local School Financial Management Certificate Program who work in District 3