

**Government Finance Officers Association
of the
United States and Canada**

Renewal Application
and
Continuing Professional Education Reporting Form
For the Year Ending December 31, _____

Name: _____ Phone: _____
 Title: _____ Fax: _____
 Employer: _____ Email: _____
 Address: _____

Certificate Number: _____

Date Issued: _____

INSTRUCTIONS

1. This form must be used to report your continuing professional education credits in connection with the renewal of your certification. The continuing professional education credits earned are a prerequisite to the renewal of your Certification.
2. Please type or print this form. If additional space is needed, part of this form may be reproduced or additional paper may be used. Supporting documentation should be retained in your files for three years.

Please report, by categories, the hours of credit to which you are entitled to credit for previous year ending December 31, as listed below.

1. Education Programs Attended _____ Number _____ Hours Earned

SIGNATURE _____

DATE _____

School, Firm or Organization Conducting Program	Date(s) Attended	Course Title	Code	CPE Hours

Codes:

- A. Participant (for seminars, each 50 minutes equals 1 Continuing Professional Education (CPE) hour).
- B. Instructor or Lecturer (actual preparation time up to double the presentation time).
- C. Correspondence/Individual Study (hours specified by provider).

Mail to: Jim Phillips
Government Finance Officers Association
Technical Services Center, Certification Board
203 North LaSalle Street, Suite 2700
Chicago, IL 60601