

PETITION FOR ALLIED ASSOCIATION CREDITS (NON-CMI EDUCATION PROGRAMS)

Name: _____ (See Note 1) Member ID: _____

Chapter: _____ Phone: _____

Education Program Sponsored By: _____

Site of Presentation: _____

Program Title: _____

Topics Discussed: _____

Presenter/Instructor(s): _____

Date(s) of Presentation: _____ Approximate number of attendees: _____

Morning Session(s) started at: _____ and ended at: _____

Afternoon Session(s) started at: _____ and ended at: _____

Total Number of Education Hours (excluding time for breaks and meals): _____

Applicant's comments on the content of the educational program attended: _____

Members Certification: I certify that the information provided above and on any attachments is complete and correct to the best of my knowledge.

Signature: _____ Date: _____

Presenter's/Instructor's Certification: I certify that the person named above has attended all sessions of the educational program described above.

Signature: _____ Date: _____

Note 1: If two or more CMAA members attend the same allied association program, any credits approved will be awarded to each attendee who provides his/her CMAA membership number and signs and prints his/her name on a list or roster attached to this form.



- Allied Association Education Credits are awarded on the basis of one credit per hour of instruction up to a maximum of 10 credits per week. These credits do not count toward the CMAA/CMI education requirements for certification, Honor Society membership, or MCM eligibility. They do count toward the total credit requirements for certification, recertification, Honor Society and MCM eligibility. No credits are awarded for allied association programs prior to January 1, 1984.
- A copy of a certificate of completion showing the date(s) of an allied association education program submitted with this form will serve in lieu of the presenter's/instructor's certification. Attendance at educational sessions at allied association annual conferences can be documented by submission of the conference program (marked to show sessions attended) and a copy of the conference badge together with this form. Refer to www.cmaa.org for a listing of CMAA's allied associations and organizations.
- The Certification Department reserves the right to deny credits for any program that does not meet Certification/CMI standards. You will be notified if the petition is denied and no credits will be awarded.

RETURN TO: CLUB MANAGERS ASSOCIATION OF AMERICA
CERTIFICATION DEPARTMENT
1733 KING STREET
ALEXANDRIA, VA 22314-2720

For office use:
Number of credits: _____ Approved by: _____ Date: _____