

MEMORANDUM

TO: County Finance Officers
Municipal Finance Officers
Council of Governments Finance Officers
Budget Officers

FROM: Finance Officers' Certification Committee

DATE: October 23, 2017

SUBJECT: Certification Examination

The Spring examination for the finance officers' certification program will be held at Wilmington Finance Department, Wilmington, NC and Conover City Hall, Conover, NC on **Thursday and Friday November 16-17, 2017**. The application to take one or more parts of the examination given those days can be downloaded from the exam webpage at <https://www.sog.unc.edu/courses/nc-public-finance-officers-certification-exams-2017>.

We have a memo and an application form on the website available for those interested in taking the exam(s), to download, fill out and return. Please remember, however, that not only finance officers are eligible for certification. Also eligible are "other supervisory or professional personnel . . . who have administrative responsibility for one or more financial functions, e.g., internal audit, investments, budget, or accounting." Thus, there may be other persons in your department (or other departments of your unit) who are eligible for and interested in certification.

Please return this form and your check by **November 8, 2017** to N.C. FINANCE OFFICERS' CERTIFICATION PROGRAM, C/O GREGORY S. ALLISON, SCHOOL OF GOVERNMENT, CB# 3330 KNAPP-SANDERS BLDG, UNC CHAPEL HILL, CHAPEL HILL NC 27599-3330.

Admission to Institute of Government programs is without regard to race, color, religion, sex, national origin, age, disability status, veteran status, or sexual orientation. If you need accommodations to participate in any Institute program, please let us know. We will be glad to assist you.

GSA:jb