Certified Local Government Purchasing Officer Application for Certification

Submit	app	lication	to:
--------	-----	----------	-----

CAGP Certification Committee c/o Norma Houston

UNC Chapel Hill, UNC School of Government, CB #3330, Chapel Hill, NC 27599-3330

If you are applying to take the examination prior to obtaining all required certification points, complete sections (A) and (D) only.

A. Core Courses* Intro to Local Government Finance Basic Purchasing Intermediate Purchasing Intermediate Purchasing Contracting for Construction Spring or Summer Conference Management Training Course Please attach documentation, including course title, date taken, sponsor, subject(s) and hours of instruction. B. Certification points (22 required) Formal Education: Professional Education: Professional Education: Professional Education: Provide detailed listing on attached form Total Professional Education: Service: Board of Directors: Years served @ 1 point/yr pts Committee Service: Committee year @ 1 point ea pts Committee year @ 1 point ea pts Instructor: Course (s) year @ 1 point ea pts Course (s) year @ 1 point ea pts Total Service: Total Certification Points: Experience Please attach verification by employer(s) of minimum of three years experience as a buyer. D. Applicant's Name: Email: Date: Employer: Telephone: Fax:	ccuoi	ns (A) and (D) only.				
Basic Purchasing Intermediate Purchasing Intermediate Purchasing Contracting for Construction Spring or Summer Conference Management Training Course Management Training Course Please attach documentation, including course title, date taken, sponsor, subject(s) and hours of instruction. B. Certification points (22 required) Formal Education: 4 points College/University: Degree: Other college courses (attach transcripts) Total Formal Education: Provide detailed listing on attached form Service: Board of Directors: Years served Committee Service: Committee year @ 1 point ea. pts Committee year @ 1 point ea. pts Instructor: Course (s) year @ 1 point ea. pts Course (s) year year @ 1 point ea. pts			Date Taken			
Intermediate Purchasing Contracting for Construction Spring or Summer Conference Management Training Course Management Training Course Management Training Course Please attach documentation, including course title, date taken, sponsor, subject(s) and hours of instruction. B. Certification points (22 required) Formal Education: 4 points College/University: Degree: Date: Other college courses (attach transcripts) Total Formal Education: Professional Education: Provide detailed listing on attached form Service: Board of Directors: Years served @ 1 point/yr pts Committee Service: Committee year @ 1 point ea pts Instructor: Course (s) year @ 1 point ea pts Course (s)						
Contracting for Construction Spring or Summer Conference Management Training Course Please attach documentation, including course title, date taken, sponsor, subject(s) and hours of instruction. B. Certification points (22 required) Formal Education: 4 points College/University: Degree: Other college courses (attach transcripts) Total Formal Education: Provide detailed listing on attached form Service: Board of Directors: Years served Committee Committee Years served Committee Year @ 1 point ea. pts Instructor: Course (s) year Course (s) year Course (s) year Protal Service: Total Certification Points: Experience Please attach verification by employer(s) of minimum of three years experience as a buyer. Date: Date: Date: Instruction: Date: Da	Bas	sic Purchasing		to Local Government Fi	inance may be substituted	for a
Contracting for Construction Spring or Summer Conference Management Training Course Please attach documentation, including course title, date taken, sponsor, subject(s) and hours of instruction. B. Certification points (22 required) Formal Education: 4 points College/University: Degree: Other college courses (attach transcripts) Total Formal Education: Professional Education: Provide detailed listing on attached form Service: Board of Directors: Years served Committee Service: Committee Years erved Committee Year @ 1 point ea pts Committee year @ 1 point ea pts Course (s) year @ 1 point ea pts Course (s) year @ 1 point ea pts Total Service: Course (s) year @ 1 point ea pts Course (s) year @ 1 point ea pts Total Service: Total Certification Points: C. Experience Please attach verification by employer(s) of minimum of three years experience as a buyer. Date:	Int	termediate Purchasing				
Spring or Summer Conference Management Training Course Please attach documentation, including course title, date taken, sponsor, subject(s) and hours of instruction. B. Certification points (22 required) Formal Education: 4 points College/University:	Co	ontracting for Construction		Management Training C	Course is required if Basic	
date taken, sponsor, subject(s) and hours of instruction. B. Certification points (22 required) Formal Education: 4 points College/University:	Spi	ring or Summer Conference		Intermediate were taken	arter 8/1/2010.	
Formal Education: 4 points College/University:	Ma	anagement Training Course				
Degree:	3. Ce					
Other college courses (attach transcripts) Total Formal Education: Professional Education: Provide detailed listing on attached form Total Professional Education: Service: Board of Directors: Years served @ 1 point/yr pts Committee Service: Committee year @ 1 point ea pts Committee year @ 1 point ea pts Instructor: Course (s) year @ 1 point ea pts Course (s) year @ 1 point ea pts Total Service: Total Certification Points: Experience Please attach verification by employer(s) of minimum of three years experience as a buyer. D. Applicant's Name: Email: Date: Date:		College/University:			_	
Total Formal Education: Professional Education: Provide detailed listing on attached form Total Professional Education: Service: Board of Directors: Years served @ 1 point/yr pts Committee Service: Committee year @ 1 point ea pts Committee year @ 1 point ea pts Instructor: Course (s) year @ 1 point ea pts Course (s) year @ 1 point ea pts Total Service: Total Certification Points: Experience Please attach verification by employer(s) of minimum of three years experience as a buyer. D. Applicant's Name: Email: Date: Date:		Degree:	Date:	:		
Professional Education: Provide detailed listing on attached form Total Professional Education: Service: Board of Directors: Years served		Other college courses (attach transcrip	ots)			
Provide detailed listing on attached form Service: Board of Directors: Years served @ 1 point/yr pts Committee Service: Committee year @ 1 point ea pts Committee year @ 1 point ea pts Instructor: Course (s) year @ 1 point ea pts Course (s) year @ 1 point ea pts Course (s) year @ 1 point ea pts Total Service: Total Certification Points: Experience Please attach verification by employer(s) of minimum of three years experience as a buyer. D. Applicant's Name: Email: Date: Date: Date:				Total Forn	nal Education:	pts
Service: Board of Directors: Years served			ached form	Tracel Des Const.	1E1	
Committee Service: Committee				1 otal Profession	nai Education:	pts
Committee		Years served @ 1 point/yr pts				
Committee		Committee Service:				
Instructor: Course (s) year @ 1 point ea pts Course (s) year @ 1 point ea pts Total Service: Total Certification Points: Experience Please attach verification by employer(s) of minimum of three years experience as a buyer. D. Applicant's Name: Email: Date:		Committee	year@	1 point ea	pts	
Course (s) year @ 1 point ea pts Course (s) year @ 1 point ea pts Total Service: Total Certification Points: Experience Please attach verification by employer(s) of minimum of three years experience as a buyer. D. Applicant's Name: Email: Date:		Committee	year@	1 point ea	pts	
Course (s) year @ 1 point ea pts Total Service: Total Certification Points: Experience Please attach verification by employer(s) of minimum of three years experience as a buyer. D. Applicant's Name: Email: Date:		Instructor:				
Course (s) year @ 1 point ea pts Total Service: Total Certification Points: Experience Please attach verification by employer(s) of minimum of three years experience as a buyer. D. Applicant's Name: Email: Date:		Course (s)	year @	1 point ea	pts	
Total Service: Total Certification Points: Experience Please attach verification by employer(s) of minimum of three years experience as a buyer. D. Applicant's Name: Email: Date:						
Experience Please attach verification by employer(s) of minimum of three years experience as a buyer. D. Applicant's Name: Email: Date:		, , , , , , , , , , , , , , , , , , ,		•	Total Service:	pts
Please attach verification by employer(s) of minimum of three years experience as a buyer. D. Applicant's Name: Email: Date:				Total Certif	ication Points:	pts
	S.		(s) of minimum of three years exp	perience as a buyer.		
Employer: Telephone: Fax:	Э.	Applicant's Name:	Email:		Date:	
		Employer:	Telephone:		Fax:	
Address: City: Zip:		Address:	(City:	Zip:	

Professional Education

Seminar Title*	Date Taken	Points**	
	<u> </u>	pts	
	<u> </u>	pts	
		pts	
	<u> </u>	pts	
	Total Professional Education	pts	

Use additional sheet if needed

^{**} Furnish details if not sponsored by the School of Government or CAGP. *** Seven (7) hours of instruction = 1 point