

IMCA[®]
investment
management
consultants
association

NON-IMCASM CONTINUING EDUCATION HOURS APPLICATION

Name _____ SS# (last 4 digits) _____
(please print)

Company _____

A completed application includes one or more of the following, where applicable:

- A detailed conference agenda that gives the time of each session and provides session overviews and proof of attendance, such as attendee list, receipt, or registration form.
- If you attended a pre-approved CE program, you need only identify the program name, date, and number of approved CE hours in the space below.
- Documentation of the actual time spent teaching or speaking before a class or audience (you will only be awarded hours for a class or speaking engagement once per year per subject matter).
- Copies of published articles including documentation of the amount of time spent researching and writing.

IF ANY OF THE ABOVE INFORMATION IS MISSING YOUR APPLICATION WILL NOT BE PROCESSED.

[Please allow at least two weeks for your IMCA record to be updated]

Program Attended (name and date): _____

I attest that I have not been convicted in any criminal proceeding and that I have not been a defendant or respondent in a civil, self-regulatory organization or government agency complaint, investigation, mediation, or arbitration.

Signature _____ **Date** _____

If you are unable to sign the above statement please submit a written summary of the incident(s) with this form. If you have previously disclosed the incident(s) to IMCA already on your CIMA and CIMC applications or on a previous CE application and nothing new has occurred, you may sign the statement.

To check your continuing education hours, visit our website, www.imca.org, at any time.

Please keep a copy of all items for your records (including fax confirmations) and submit to:

IMCASM
5619 DTC Parkway
Suite 500
Greenwood Village, CO 80111
Fax: 303-770-1812

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