

Institute for Professional Development, PO Box 1468, Clifton, NJ 07015
2018 Upcoming Seminars

Always check our web site the day before the Seminar to make sure Seminar is Scheduled!

HUMAN ETHICS

Ethics Beyond the Statutes

SEPTEMBER 14, 2018

NEW JERSEY LAW CENTER, NEW BRUNSWICK

Approved by DCA - CMFO, CCFO, CTC, CPWM, RMC, QPA – 4 CEU's - ETHICS

Approved - Rutgers University – 4 CEU's RPPO, RPPS

Approved – RMA, CPA, PA – 4 CPE's - Ethics (Not Professional Ethics – Chapter 6)

Seminar #10 \$125 per person \$150 Door Registration

What's New in Management?

Creating Engaged and Empowered Employees

Earn 5 Continuing Education Credits!

September 14, 2018-NEW JERSEY LAW CENTER, NEW BRUNSWICK, NJ

*Approved by DCA for CMFOs & CCFOs 5 CEUs - 5 Office Mgt/Ancillary Subjects

*Approved by DCA for CPWM (Public Works Managers) 5 CEUs – 5 Management

*Approved by DCA for RMCs 5CEUs - 5 Professional Development

*Approved by DCA for CTCs 5 CEUs - 5 General/Secondary Duties

*Approved by DCA for QPAs 5 CEUs - 5 Office Administration/General Duties

*Approved by Rutgers University for RPPO/RPPS 5 CEUs - 5 Management/Supervisory

*Approved by NJ State Board of Professional Engineers & Land Surveyors - 5 CPCs

*Approved by Rutgers University for 4 CRPs in Classroom for Certified Recycling Professionals

*Approved for 5 CPEs for CPAs, RMAs & PAs – 5 Management

Seminar #11 \$125 per person \$150 Door Registration

PENSION WORKSHOP:

WHAT ARE YOUR RESPONSIBILITIES

For Municipalities & School Districts

October 26, 2018 – Jumping Brook County Club, Neptune, NJ

*Approved by DCA CMFO & CCFOs – 4 CEU's - 1 Accounting & 3 Financial Debt/Mgt.

* Approved by DCA RMC – 4 CEU's - 2 Finance & 2 Professional Development

*Approved for CPA, RMA, PA - 4 CEU's - Finance

Seminar #12 \$125 per person \$150 Door Registration

New Developments in Labor and Employment Law

New Laws; Same Old Lesson – EARN 5 CREDITS!

OCTOBER 26, 2018 JUMPING BROOK CC, NEPTUNE, NJ

Approved by DCA - CMFO, CCFO – 5 CEU's - 4 Office Mgt/Ancillary Sub & 1 Ethics

Approved by DCA - RMC – 5 CEU's - 4 Professional Development & 1 Ethics

Approved by DCA – CPWMs- 5 CEUs – 4 Management & 1 Ethics

Approved by Rutgers University CRPs – 4 Classroom

Approved CPA, RMA , PA – 5 CEU's – Management

Seminar #13 \$125 per person \$150 Door Registration

BUDGET WORKSHOP

**HANDS-ON IN PREPARING YOUR 2019 BUDGET
AND FAST, ETHICS & PROCUREMENT UPDATE**

October 26, 2018

Jumping Brook Country Club, Neptune, NJ

*Approved by DCA for 5 CEUs for CMFOs-3 Budget, 1 Ethics & 1 Financial Debt Mgt.

*Approved by DCA for 5 CEUs for CCFOs 3 Budget, 1 Ethics & 1 Financial Debt Mgt.

* Approved for 5 CPEs for CPAs, RMAs, PAs –5 Accounting

*Approved by DCA for 5 CEUs for RMCs 4 Finance ,1 Ethics

*Approved by DCA for 5 CEUs for QPAs – 3 Office Adm/Gen Duties, 1 Procurement Procedures & 1 Ethics

*Approved by Rutgers – RPPO & RPPS for 5 CEUs– 4 Office Adm/General Duties, 1 Ethics

Seminar #14 \$125 per person \$150 Door Registration

THE BASIC FOURS OF TAX COLLECTION

EARN 5 CONTINUING EDUCATION CREDITS!

OCTOBER 26 2018 – JUMPING BROOK COUNTY CLUB, NEPTUNE, NJ

*Approved by DCA - CTCs –5 CEU's - 2 Enforcement, 2 Report/Coll/Bill, 1 Legislation

*Approved by DCA –CMFO & CCFOs - 5 CEUs – 4 Accounting, 1 Financial Debt Management

*Approved CPA, RMA , PA – 5 CEU's – Accounting & Auditing

Seminar #15 \$125 per person \$150 Door Registration

NJ LAW AND PROFESSIONAL ETHICS SEMINAR

November 2, 2018 - NJ Law Center, New Brunswick, NJ

Approved for CPAs, RMAs, PSAs, PAs 4 CPEs Professional Ethics Chapter 6

Approved for 4 CEUs by DLGS for CMFO/CCFOs, CTCs, QPAs, CPWMs, RMCs - 4 Ethics

Seminar #16 \$150 per person \$175 Door Registration

**NEW JERSEY PAID SICK LEAVE LAW
TAKES EFFECT OCTOBER 29, 2018
FOR SCHOOL DISTRICTS AND MUNICIPALITIES
NOVEMBER 2, 2018**

NJ LAW CENTER, NEW BRUNSWICK, NJ

Applied to DCA - CMFO, CCFO – 4 CEU'S – 2 Financial/Debt Mgt., & 2 Accounting

Applied to DCA – RMC 4 CEUs – 4 Finance

Approved for CPEs RMA, CPA, PA – 4 CPE's – Finance

Seminar #17 \$125 per person \$150 Door Registration

During Inclement Weather: Always check our web site the day before the Seminar to make sure Seminar is Scheduled!

Directions on our Web Site <http://ipd2.com>

TO ASSURE PROPER POSTING, PLEASE ATTACH A COPY OF THIS APPLICATION WITH YOU PAYMENT

Mail Check to: Institute for Professional Development, P. O. Box 1468 Clifton, NJ 07015 (973) 777-4200

SEMINARS INCLUDE HOT BREAKFAST BUFFET

I wish to register September 14, 2018	Seminar #10 ___ Human Ethics	\$ 125 per person Door Registration \$ 150
I wish to register September 14, 2018	Seminar #11* ___ Management	\$ 125 per person Door Registration \$ 150
I wish to register October 26, 2018	Seminar #12 ___ Pension Workshop	\$ 125 per person Door Registration \$ 150
I wish to register October 26, 2018	Seminar #13* ___ Labor/Employment Law	\$ 125 per person Door Registration \$ 150
I wish to register October 26, 2018	Seminar #14* ___ Budget Workshop	\$125 per person Door Registration \$ 150
I wish to register October 26, 2018	Seminar #15* ___ Basic 4sTax Collections	\$ 125 per person Door Registration \$ 150
I wish to register November 2, 2018	Seminar #16 ___ NJ Law &Professional Ethics	\$ 150 per person Door Registration \$ 175
I wish to register November 2, 2018	Seminar #17 ___ NJ Paid Sick Pay Law	\$ 125 per person Door Registration \$ 150

*** Seminars 11, 13, 14, 15 are ALL 5 Continuing Education Credits**

SELECT THE SEMINARS ABOVE THAT YOU WISH TO ATTEND &FAX THIS REGISTRATION FORM TO (973)777-0401

Cancellation Policy – 48 Hours in advance of seminar, in writing - During inclement weather Check our Web Site: <http://ipd2.com>

Name _____ Title _____

Address _____

Organization/Government Unit _____

Telephone # _____ Fax # _____ Email _____

CLAIMANTS CERTIFICATION & DECLARATION

I do solemnly declare and certify under the penalty of the law That the within bill is correct in all its particulars, the articles Have been furnished or services rendered as stated herein, that No bonus has been given or received by any person or persons Within knowledge of this claimant in connection with the above Claim and that the amount charged is a reasonable one.

Just send your check with the application form. you do not need to send us your Voucher for a separate signature since the presigned certification on the left can be attached to your Voucher in lieu of sending it to us for a signature. This form has been Determined by DLGS to meet the requirements of the statutes for this type of expenditure.

Michael F. Conti

Michael F. Conti, Program Coordinator

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