



INSTITUTE FOR PROFESSIONAL DEVELOPMENT UPCOMING SEMINARS
ALL SEMINARS INCLUDE FULL BREAKFAST BUFFET- \$99.00 Per Person and \$125.00 Door Registration
Registration & Breakfast 9am-9:30am - Seminar 9:30am-12:50pm



REGISTER NOW!!!

PREPARATION OF LOCAL PROPERTY TAX LIST AND DUPLICATE FOR TAX ASSESSORS & TAX COLLECTORS #12
OCTOBER 21, 2016, NJ LAW CENTER, NEW BRUNSWICK, NJ

Tax Collectors and CPAs EARN 5 CEUs/CPEs

- *Approved by DCA for CTCs 5 CEUs 2 Legislation and , 3 Reporting/Billing/Collections
- *Approved by State of NJ, Division of Taxation for 4 CEUs in Property Tax Administration
- *Approved for CPAs/RMAs/PSAs/Pas 5 CPES in Taxation

BUDGET, PROCUREMENT and ETHICS WORKSHOP- HANDS-ON IN PREPARING YOUR 2017 BUDGET #13
October 28, 2016-NJ LAW CENTER, NEW BRUNSWICK, NJ

- *Approved by DCA for 4 CEUs for CMFOs-2 Budget, 1 Ethics & 1 Financial Debt Mgt
- *Approved by DCA for 4 CEUs for CCFOs 2 Budget, 1 Ethics & 1 Financial Debt Mgt.
- *Approved for 4 CPEs for CPAs, RMAs, PAs -4 Accounting
- *Approved QPA 4 CEUs -2 Office Adm, 1 Procurement Procedures & 1 Ethics
- *Approved by Rutgers – RPPO & RPPS for 4 CEUs– 1 Public Purchasing, 1 Ethics & 2 Office Adm/Gen Duties

YOUR PENSION RESPONSIBILITIES: For Municipalities & School Districts #14
November 4, 2016 - NJ Law Center, New Brunswick, 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

NEW JERSEY WORKERS COMPENSATION OVERVIEW: For Municipalities & School Districts #15
DECEMBER 9, 2016 JUMPING BROOK COUNTRY CLUB, NEPTUNE, NEW JERSEY

- *Approved by DCA - CMFO, CCFO – 4 CEU's – 4 Office Mgt/Ancillary
- *Approved by DCA –RMC 4 Professional Development
- *Approved by DCA – CPWM – 4 CEUs – 4 Government
- * Approved for 4 CPE's for RMAs, CPAs, PAs - Finance

ETHICS: New Jersey Conflicts of Interest Law #16

DECEMBER 9, 2016 JUMPING BROOK COUNTRY CLUB, NEPTUNE, NEW JERSEY

- *Approved by DCA - CMFO, CCFO, CTC, RMC, CPWM, QPA - 4 CEU's - 4 Ethics
- *Approved by NJ State Board of Professional Engineers and Land Surveyors for Professional Engineers 4 CPCs
- *Approved RMA, CPA, PA - 4 CPE's - 4 Professional Ethics (Not Chapter 6)

GETTING READY FOR YOUR AUDIT FOR CHIEF FINANCIAL OFFICERS & TAX COLLECTORS #17

DECEMBER 9, 2016 - JUMPING BROOK COUNTRY CLUB, NEPTUNE, NJ

- *Approved by DCA for CMFOs & CCFO - 4 CEUs - 2 Financial & Debt Management & 2 Accounting
- *Approve by DCA for CCFO -4 CEUs - 2 Finanacial & Debt Management & 2 County Fiscal Operations
- *Approved by DCA for CTCs - 4 CEUs - 4 General/Secondary Duties
- *Approved for CPAs, RMAs & Pas 4 CPEs in 2 Accounting & 2 Auditing

PAYROLL WORKSHOP Understanding IRS Payroll Regulations #18

DECEMBER 9, 2016 - JUMPING BROOK COUNTRY CLUB, NEPTUNE, NJ

- *Approved by DCA-CMFO, CCFO - 4 CEU'S- 4Accounting
- *Approved CPA, RMA , PA -4 CEU' s – Accounting & Auditing

What's New in Management? - Government/Public School Social Responsibility #19

DECEMBER 9, 2016-Jumping Brook Country Club, Neptune, NJ

- *Approved by State of NJ, DCA for CPWM (Public Works Managers) 4 CEUs - 3 Management & 1 Government
 - *Approved by State of NJ, DCA for CMFOs & CCFOs 4 CEUs - Office Mgt/Ancillary Subjects
 - *Approved by State of NJ, DCA for RMCs 4 CEUs - Professional Development
 - *Approved by State of NJ, DCA for CTCs 4 CEUs - General/Secondary Duties
 - *Approved by State of NJ, DCA for QPAs 4 CEUs - Office Adm/General Duties
 - *Approved for CPAs, RMAs, PAs & PSAs for 4 CEUs – Management
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