***Course Information***

***Managing the Organization***

**This BOMI International course is required for the RPA®, FMA® and SMA® designation programs.**

Instructor: **Erika Toscani**

 Class

Date/Time: **May 24, 2016**

 **NOTE:** CLASS STARTS AT 5:00PM

Course

Fee: $1015.00

Class

Location: **Wyndham**

 **22 Sylvan Way**

 **Parsippany, NJ 07054**

Memo: Advance preparation is necessary to effectively participate in this concentrated review of the course. To ensure that you have sufficient time to prepare, you should be registered 10 business days prior to the class start date. A $100 late fee will be applied to registrations received thereafter.

 BOMI International graduates can fulfill 18 Continuing Professional Development (CPD) points by attending this course and completing and passing the exam.

This course is approved for 30 GBCI CE Hours towards the LEED® Credential Maintenance Program.





[**www.bomi.org**](http://www.bomi.org)

**BOMI International is a GSA FBPTA-Aligned Provider. For more information, please visit** [**www.bomi.org/GSA-FBPTA.aspx**](http://www.bomi.org/GSA-FBPTA.aspx)**.**

***Register Now for Managing the Organization***

**Complete this form, and mail or fax it to:**

**BOMA NEW JERSEY**

**Po Box 7250. North Arlington, NJ 07031**

**PHONE 973-696-2914~ FAX 973-696-5634**

**Boma-nj@optimum.net**

Prefix (circle one): Mrs. Ms. Miss Mr.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *First Middle Last*

Please enter your name as it appears on your identification for testing purposes.

E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mail textbook(s) to (circle one): Office Home

Mail correspondence/grades to (circle one): Office Home

**Fill out both Office and Home addresses.**

**(No P.O. boxes, please)**

Company:

Address:

City:

State: Zip:

Phone: Fax:

Home Address:

City:

State: Zip:

Phone: Fax:

**Enrollment Options and Fees**

(Circle option a, b, c, d, or e)

**Current Students:**

a. I am enrolled in a BOMI International program (circle one):

RPA® FMA® SMA® SMT® PMFP FMC PAC SMC

My BOMI International ID # is: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

b. I am a BOMI International designation holder. I want to enroll in another BOMI International program. (circle one)

RPA® FMA® SMA® SMT® PMFP FMC PAC SMC

 **$75** enrollment fee

c. I am a BOMI International designation holder. I want to take a BOMI International course for CPD credit. No additional enrollment fee required.

**New Students:**

d. I want to enroll in a BOMI International program (circle one):

RPA® FMA® SMA® SMT® PMFP FMC PAC SMC

**$175** enrollment fee

e. I want to take an individual course only - **$75** enrollment fee. If you take an individual course then decide to enroll in a BOMI International program, the $75 enrollment fee from your first course (only) may be applied toward the $175 enrollment fee for your first program.

**Course Registration Fee (circle a or b):**

a. $1015.00 BOMA Price

**Add the items to determine the total amount due. Total**

**Payment Options (circle one):**

Check enclosed Visa MasterCard AMEX

Make check payable to BOMA NJ.

Name on card:

Card #:

Expiration Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_Security code:

Billing Address:

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*By registering for BOMI International courses, students agree to abide by BOMI International’s Code of Professional Ethics & Conduct which can be found on www.bomi.org.*

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