

# Certified Governmental Accounting Technician Program

## **ABOUT THE CGAT PROGRAM**

### **PURPOSE:**

The purpose of the Certified Governmental Accounting Technician (CGAT) Program is to improve the professional, administrative and fiscal skills of candidates through a series of courses approved by GFOAA in the areas of General Ledger, Fund Accounting, Billings/Accounts Receivable, Purchasing, Accounts Payable and Payroll.

### **CERTIFICATION REQUIREMENTS:**

To be certified, a qualified candidate must complete 24 hours of study consisting of two core courses and two elective courses taken within two (2) years of acceptance to the program.

### **CONTINUING EDUCATION REQUIREMENTS:**

It is also recommended, but not required, that certificate holders complete 12 hours of CPE every 2 years. The CGAT Continuing Education Conference will be held June 26<sup>th</sup> through June 27<sup>th</sup> in Montgomery at the Holiday Inn Express-Boyd Cooper Parkway. Please visit [www.gfoaa.org](http://www.gfoaa.org) to obtain additional information.

Tracy B. Croom  
Associate Finance Director  
City of Tuscaloosa  
P. O. Box 2089  
Tuscaloosa, AL 35403

**Certified Governmental  
Accounting Technician**

## **Fourth Annual CGAT Continuing Education Conference**

**Sponsored  
By the**

**Government Finance  
Officers Association of  
Alabama**

**June 26<sup>th</sup> and June 27<sup>th</sup>  
2008**

**Holiday Inn Express  
Boyd-Cooper Parkway  
Montgomery, Alabama**

**Certified Governmental Accounting Technician  
4<sup>th</sup> Annual Conference**

Holiday Inn Express-Boyd Cooper Parkway  
Montgomery, Alabama  
June 26-27, 2008

**Please Note:** Conference is only open to persons who will be Certified Government Accounting Technicians as of June 26<sup>th</sup>, 2008.

**Registration Fee: \$80.00**

Registration includes Thursday night reception for participant only. Guests (\$10 each) are welcome to attend the opening reception in the hotel lobby, but must be pre-registered.

Attendees will be housed at the  
Holiday Inn Express-Boyd Cooper Parkway  
9250 Boyd Cooper Parkway  
Montgomery, AL 36117  
PH: 334-271-5516 ~ FAX: 334-271-5517

The Holiday Inn Express is located at 9250 Boyd-Cooper Parkway. Take I-85 south until exit 11. Turn right and then left over I-85. Turn right on Boyd-Cooper Parkway and left to the hotel.

Reservations should be made directly with the hotel. Reservations must be made by June 11, 2008 in order to receive the group rate.

Rate: \$75.00 + 12.5% tax per night

[www.holidayinnexpress.com](http://www.holidayinnexpress.com)

**TENATIVE AGENDA**

**Wednesday, June 26, 2008**

12:30 – 1:00	Registration Holiday Inn Express
1:00 – 1:15	Welcome
1:15 – 2:15	“Alabama Municipal Bankruptcies” <i>Keren Deal, Auburn University Montgomery</i>
2:15 – 2:30	Break
2:30 – 3:30	“Preparing For A Disaster” <i>Chris Newton, Alabama EMA</i>
3:30 – 4:00	Round Table Discussion <i>Tracy Croom, City of Tuscaloosa</i>
5:00 – 6:00	Reception at Holiday Inn Express

**Thursday, June 27, 2008**

9:00 – 10:00	“Claiming Your Unclaimed Property” <i>Daria Story, Alabama Treasury Department</i>
10:00 – 10:15	Break
10:15 – 11:15	“How Good Are Your Controls” <i>Fran Copeland, AL Dept. of Public Safety</i>
11:15 – Noon	“Let’s Manage The Stress” <i>Sharleen Smith, AUM ATI Outreach</i>
12:15- 1:15	Lunch
1:15 – 2:15	“Industrial Relations Online Services” <i>Tom Surtees, AL Dept. of Industrial Relations</i>
2:15 – 2:30	Break
2:30 – 3:30	“Alabama Education Update” <i>Cynthia Brown, Alabama Department of Education</i>
3:30 – 4:30	“Dressing For Success” <i>Kohl’s Department Store</i>

**CGAT Continuing Education  
Conference  
4<sup>th</sup> Annual Continuing Education  
Conference**

*For multiple registrations, please duplicate this form.*

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

Preference on Nametag: \_\_\_\_\_

Company/Organization Name: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

Zip \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

**Registration Fee: \$80.00**

**Guest Reception Fee (\$10.00)** \_\_\_\_\_

**Total Remitted** \_\_\_\_\_

**Name of Guest:** \_\_\_\_\_

**Make Checks Payable To  
GFOAA**

**Mail registration form and check to  
Tracy Croom  
City of Tuscaloosa  
P.O. Box 2089  
Tuscaloosa, AL 35403**