



**2008 Professional Education Conference  
March 3-5, 2008, Charleston, SC**

**REQUEST FOR  
CPS® and/or CAP® RECERTIFICATION POINTS**

The International Association of Administrative Professionals offers you the opportunity to receive Recertification Points for your participation in IAAP's 2008 Professional Education Conference. To receive Recertification Points, complete this form and sign the statement attesting to the correctness of the reported attendance.

<b>Please Type or Print</b>	
Name _____	IAAP ID# _____
Address _____	Date(s) Certified _____ / _____ CPS CAP
_____	Country _____
City _____ State/Prov _____	Zip/PC _____
E-Mail _____	
Bus Telephone # ( ) _____	Fax # ( ) _____

**Please keep this form in your files until you are ready to submit your completed recertification application to the IAAP Certification Department.**

As a certified professional, I hereby attest that I have attended (in its entirety) each of the educational programs noted on the reverse side of this form.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**NOTE: The CEU Certificate received at the 2008 Professional Education Conference may not be used for Recertification Points.**

**For additional recertification information, visit [www.iaap-hq.org](http://www.iaap-hq.org), Professional Certification.**

**2008 Professional Education Conference**  
**CPS® and/or CAP® RECERTIFICATION POINTS**

**Monday, March 3 through Wednesday, March 5, 2008**

Attended every session in its entirety (15 Recertification Points)

**OR Indicate only those sessions attended in their entirety**

**Monday, March 3, 2008**

**8:30–11:45 am** (3 Recertification Points)

Must-Have Interpersonal Skills For Leaders

**1:00–4:15 pm** (3 Recertification Points)

Communication How-Tos For Getting Phenomenal Results

**Tuesday, March 4, 2008**

**8:30–11:45 am** (3 Recertification Points)

Have It Your Way: Win-Win Techniques For Persuading, Influencing And Negotiating

**1:00–4:15 pm** (3 Recertification Points)

Get Faster, Better Results From Team Members

**Wednesday, March 5, 2008**

**8:30–11:30 am** (3 Recertification Point)

Actual Teams, Virtual Meetings