



2005 Professional Education Conference

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

The International Association of Administrative Professionals offers you the opportunity to receive Recertification Points for your participation in IAAP's 2005 Professional Education Conference. To receive Recertification Points, complete this form and sign the statement attesting to the correctness of the reported attendance.

Please Type or Print	
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 2005 Professional Education Conference may not be used for Recertification Points.

For additional recertification information, visit www.iaap-hq.org, Professional Certification.

2005 Professional Education Conference
CPS®/CAP® RECERTIFICATION POINTS

Monday, February 28 through Wednesday, March 2, 2005

Attended every session in its entirety (15 CPS/CAP Recertification Points)

OR Indicate only those sessions attended in their entirety

Monday, February 28, 2005

8:00–11:45 am (3 CPS/CAP Recertification Points)

Conjurer or Conqueror: Replace Illusion with Intention and Take Control of Your Life and Career

1:00–3:15 pm (2 CPS/CAP Recertification Points)

Conjurer or Conqueror: Replace Illusion with Intention and Take Control of Your Life and Career (continued)

Tuesday, March 1, 2005

8:45 am–12:00 noon (3 CPS/CAP Recertification Points)

A Look at Change From the Corporate Perspective: Refocusing to Think Like a Manager

1:15–5:00 pm (3 CPS/CAP Recertification Points)

A Look at Change From the Corporate Perspective: Refocusing to Think Like a Manager (continued)

Wednesday, March 2, 2005

8:30–9:15 am (1 CPS/CAP Recertification Point)

The Ultimate Assistant: Saving the Day, *Every Day*

9:30–11:30 am (2 CPS/CAP Recertification Points)

Re-Define Yourself and Re-Ignite Your Career