



# Spring 2014 Registration

**The Utah Certified Public Manager<sup>®</sup> Program** increases the professional performance of current and future government managers. Certified Public Manager<sup>®</sup> is a professional designation granted by nationally accredited programs in state and federal governments. The Utah CPM program focuses on competencies and learning outcomes. Completion of all three courses is required to earn the designation of Certified Public Manager<sup>®</sup>.

**Spring classes begin the week of April 7<sup>th</sup>.** Classes are 8 hours in length, one day each week throughout the term. Work with your supervisor to determine which class time will best support other work duties. Fee is \$750.

**Please register early as class sizes are limited.** Registration deadline is March 31<sup>st</sup>

**Attendees must read the Utah CPM Handbook** and become familiar with the Policies and Procedures section prior to the beginning of classes. Click [here](#) to access this handbook, or go to [www.cpm.utah.gov](http://www.cpm.utah.gov) and click on the CPM Handbook link.

Notice to State of Utah Employees: Enrollment is open to individuals receiving authorization from supervisors and may be contingent upon department policies and funding.

## Please "click" on the class you wish to register for!

### Course 1 is 11 weeks, 1 day each week:

**CPM Course 1- Classes held Wednesdays, 8 am, 4/09/14—6/18/14, State Capitol DHRM Training Room**

### Course 2 is 10 weeks, 1 day each week:

**CPM Course 2- Classes held Tuesdays, 8 am, 4/08/14—6/10/14, State Capitol DHRM Training Room**

**CPM Course 2- Classes held Thursdays, 8 am, 4/17/14—6/19/14, State Capitol DHRM Training Room**

### Course 3 is 12 weeks, 1 day each week:

**CPM Course 3- Classes held Mondays, 8 am, 4/07/14—6/23/14, State Capitol DHRM Training Room**

**CPM Course 3- Classes held Wednesdays, 8:30 am, 4/09/14—6/25/14, Multi-Agency State Office Building, 195 N 1950 W, Salt Lake**

▶▶ In addition to completing all three Courses, students must submit elective credit hours to receive the Certified Public Manager<sup>®</sup> designation. See the Policies and Procedures of the CPM handbook for full details. ◀◀



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Register through the **HRE<sub>venture</sub>** events management system.

(<https://hreventure.dhrm.utah.gov/utc/>)

Login by entering your email address and password. If you have not used the system previously, click the 'I Forgot My Password' link and follow the prompts. After logging in, you will see a listing of events available for registration. With just a couple of mouse clicks, you can register for upcoming training and other events.

**If you have questions regarding enrollment, please contact Gary Schow at [gschow@utah.gov](mailto:gschow@utah.gov) or 801-538-4022.**