Charter Schools
Financial Management Certification Program

The University of Georgia's Carl Vinson Institute of Government offers the Charter Schools Financial Management Certification Program for charter school leaders and personnel who are responsible for:

- School Budgets
- Purchasing
- Accounting
- Payroll Processing

and ensuring school financial policies are in line with state and federal laws.

Contact
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or visit www.cviog.uga.edu/charterfinance
# 2018-2019 Course Schedule

Each course day runs from 9 a.m. to 4 p.m.

The University of Georgia’s Carl Vinson Institute of Government worked with the Georgia Department of Education, the State Charter Schools Commission, and the Georgia Charter Schools Association to create relevant material for this certification.

<table>
<thead>
<tr>
<th>Course</th>
<th>Cost</th>
<th>Date</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purchasing</td>
<td>$219 per attendee</td>
<td>November 13, 2018</td>
<td>Floyd Veterans Memorial Building (Twin Towers) 2 MLK Jr. Drive, Suite 1514 Atlanta, Georgia 30334</td>
</tr>
<tr>
<td>Payroll Administration</td>
<td>$219 per attendee</td>
<td>November 14, 2018</td>
<td>Administrative Offices of the Courts 244 Washington St., 3rd Floor Atlanta, Georgia 30334</td>
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<tr>
<td>Budgeting for Charter Schools</td>
<td>$219 per attendee</td>
<td>February 20, 2019</td>
<td>Georgia Technology Authority 47 Trinity Avenue, 7th Floor Atlanta, Georgia 30334</td>
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<tr>
<td>Writing Financial Policies</td>
<td>$219 per attendee</td>
<td>February 21, 2019</td>
<td>Administrative Offices of the Courts 244 Washington St., 3rd Floor Atlanta, Georgia 30334</td>
</tr>
<tr>
<td>Internal Controls</td>
<td>$219 per attendee</td>
<td>May 7, 2019</td>
<td>Administrative Offices of the Courts 244 Washington St., 3rd Floor Atlanta, Georgia 30334</td>
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<tr>
<td>Introductory Accounting</td>
<td>$399 per attendee</td>
<td>July 23-25, 2019 3 consecutive days of training</td>
<td>TBD</td>
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</tbody>
</table>

## Continuing Education Courses

- **Internal Control for Payroll Webinar**
  - September 21, 2018
  - $119 per attendee

- **Importance of Budget Monitoring Webinar**
  - October 24, 2018
  - $119 per attendee

- **Safeguarding Against Fraud Webinar**
  - December 14 and December 18, 2018
  - $119 per attendee

- **Annual GAAP Update Webinar**
  - January 17, 24, 31, 2019
  - $119 per attendee

- **GAAP Update for Charter Schools Webinar**
  - March 6, 2019
  - $119 per attendee

## Program Overview

- The program consists of 6 required courses
- Participants must pass an online exam for each class
- Participants are given 3 years to complete all courses
- Once certification is earned, 12 hours of continuing professional education is required every 2 years to maintain certification

The State Charter Schools Commission of Georgia offers full scholarships to participants.

Visit [www.cviog.uga.edu/charterfinance](http://www.cviog.uga.edu/charterfinance) for more information.

**REGISTER TODAY!**

[www.cviog.uga.edu/charterfinance](http://www.cviog.uga.edu/charterfinance)