



## 35<sup>th</sup> Annual Conference

Hilton San Francisco Union Square • April 24-25, 2017

### CPE Credits: Information & Frequently Asked Questions

1101 30<sup>th</sup> Street, NW, Suite 500 • Washington DC

#### 1. Can I earn CPE credits at NAFOA's 35<sup>th</sup> Annual Conference?

Yes. The majority of the general and breakout sessions are eligible for CPE credits. Total CPE credits will be based on the final conference agenda, but the full program will be worth a minimum of 10 CPE credits.

#### 2. How do I request a CPE Certificate to prove I earned credits?

There is a CPE Worksheet at the registration desk. Fill out the requested information, including the mailing address for the certificate, and turn it in prior to leaving the conference. The certificate will be mailed to you within two weeks of the conference concluding.

#### 3. How do I keep track of the credits I earn at this conference?

There is a CPE Worksheet at the registration desk. Fill out the requested information, and during the conference keep track of the sessions you attend. Tally up the total minutes you attended, divide by 50, and round down to determine the total number of credits you will earn.

#### 4. Do I have to sign in at each session?

Yes, there is a sign-in sheet in each session room. At the start of each session a sign in sheet will begin to circulate around the room. In addition, one is on the AV table. In order to receive credit for all the sessions and instruction time you attend, you must sign the attendance sheets. In addition, you must indicate if you entered the session late or left early. In accordance with NASBA requirements, a NAFOA staff member or volunteer will be on-site in each room to monitor attendance.

#### 5. I forgot to sign during one of the sessions; do I still have a chance to complete this task?

Please come to the registration desk and speak to a NAFOA staff member about this.

#### 6. General program information:

The program level is intermediate, no advanced preparation required, and the delivery method is Group-Live. Program prerequisites are a basic understanding of tribal finances and the financial goals of your tribe.

Please visit [www.nafoa.org](http://www.nafoa.org) for the full program agenda, registration information, etc. If you have questions regarding CPE credits, please contact Christina Morbelli at [Christina@nafoa.org](mailto:Christina@nafoa.org).



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