



# Application - April 2023

## New Hampshire Government Accounting Certificate Program

New Hampshire Government Finance Officers Association

25 Triangle Park Drive, Suite 102  
Concord, NH 03301

Email: [info.nhgfoa@gmail.com](mailto:info.nhgfoa@gmail.com)

Today's Date \_\_\_\_\_

Certificate Program \$300.00

Would this Government Accounting Program be (please check one):

\_\_\_\_\_ New Information

\_\_\_\_\_ A Refresher Course

Please Indicate whether you are taking Excel or QuickBooks: \_\_\_\_\_

### Personal and Current Work Information:

Name: \_\_\_\_\_

Employer: \_\_\_\_\_

Title: \_\_\_\_\_

Work Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Accounting Skills Used in Current Job: \_\_\_\_\_

\_\_\_\_\_

### Work History:

Title: \_\_\_\_\_ Employer: \_\_\_\_\_

Accounting Skills Used: \_\_\_\_\_

### Work History:

Title: \_\_\_\_\_ Employer: \_\_\_\_\_

Accounting Skills Used: \_\_\_\_\_

### Educational Experience:

Institution: \_\_\_\_\_ Degree: \_\_\_\_\_ Year Completed: \_\_\_\_\_

### Educational Experience:

Institution: \_\_\_\_\_ Degree: \_\_\_\_\_ Year Completed: \_\_\_\_\_

Please provide a personal statement explaining why you would want to participate in the NH Government Certificate Program and how it will further your personal goals: \_\_\_\_\_

\_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor's Support Statement: "My signature below indicates that I fully support this candidate's entry into the NH Government Accounting Certificate Program offered by NHGFOA and that funding has been approved."

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **\*\*Cancellation/Substitution Policy\*\***

**Please be advised that no refunds will be issued and no substitutions can be made once 4 classes have been taken.**

**\*\*Please do not process payment until applicant has been accepted into the program and an invoice from NHGFOA is received\*\***

DO NOT FILL OUT BELOW THE LINE

Application Received On: \_\_\_\_\_

Payment Received On: \_\_\_\_\_ Check # \_\_\_\_\_