POLICY STATEMENT

Number: 13-007

Title: ABC Examination Application Fee Reimbursement For Members

Date Approved: August 12, 2013

Related to By-Laws/Policy Statement number: N/A

Superseded by Policy Statement number: N/A

Purpose of this Policy Statement: At the May 2004 Business meeting, the membership voted to "...adopt a policy of paying the ABC application fee for any CAC member taking the exam." The purpose of this Policy is to publicize this decision and provide guidance for the membership.

Detailed Policy:

In order to obtain reimbursement for the ABC Examination Application Fee, a member:

- •Should seek approval from the Treasurer prior to applying to take an ABC Exam. The Treasurer will verify the member is in good standing and has not been reimbursed for prior application fees.
- •Within 6 months after taking the exam, the member must provide the Treasurer with proof of payment.

Each member will be reimbursed for an ABC Application fee only one time and reimbursements will be tracked in the CAC database. Other fees related to the examination are the responsibility of the member.

The Treasurer has the right to temporarily suspend this policy depending on the state of the current fiscal year's budget. Any suspension and expected date of reinstatement will be announced to the membership.

Definitions: N/A

Author: Todd Weller Board of Directors at Approval

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