MAIL REGISTRATION FORM AND PAYMENT TO:
Elected Officials’ Program
Center for Government Services
Rutgers, The State University of New Jersey
303 George Street, Suite 604
New Brunswick, NJ 08901-2020
or Fax to 732-932-3586

Last Name ____________________________________
First Name _____________________ Middle Initial ___
Employer ___________________________________
Title _______________________________________
Business Address_______________________________
City _________________________________________
State ____________ Zip _________________
Home Address __________________________________
City _________________________________________
State ____________ Zip _________________
Phone Numbers (required – check box for preferred)
 Mobile _______________  Home _______________
 Work __________________ Extension_____________
E-mail _________________________________________

COURSE INFORMATION:
Powers & Duties of the Municipal Governing Body, Fee: $200

Please note your preferred course date:
_____ MARCH 10, 2018: COURSE ID# EO-2001-SP18-1
_____ JUNE 2, 2018: COURSE ID# EO-2001-SP18-2

PAYMENT INFORMATION:
Check or voucher must accompany registration form. Make check or voucher payable to Rutgers, the State University of New Jersey. Mail to above address. In accordance with University policies, credit card information is no longer accepted on registration forms. Students paying course fees with a credit card must register on-line at: http://cgs.rutgers.edu. Click on the red “Register Now” button. There is a $25 fee for course withdrawals, transfers and/or returned checks.
Rutgers University Center for Government Services is pleased to present a program for elected municipal officials. This seminar provides governing body members with an overview of municipal government and the multitude of challenges affecting its efficient, timely and ethical operations.

The six-hour seminar covers essential components of the administration of municipal government. It familiarizes students with the breadth and depth of governing body responsibilities. It also provides basic information about the legislative, regulatory, financial, legal, and ethical environments in which municipal governments exist. Most importantly, it imparts a sense of when to question the administrative processes that involve the participation of the governing body.

Instructed by experienced professionals, the session brings real-life applications and insights to better understand the nuances of public service in government.

This program has been specifically designed to address the needs and interests of elected officials serving in their respective communities.

Saturday, March 10, 2018, # EO-2001-SP18-1
- or -
Saturday, June 2, 2018, # EO-2001-SP18-2
9:00 AM - 4:00 PM
Rutgers University Center for Government Services
303 George Street
6th Floor, Classroom A
New Brunswick, NJ 08901-2020

Fee: $200.00

Directions and parking information can be found at: http://cgs.rutgers.edu/directions-cgs