

Illinois Municipal Treasurers Association
Certified Illinois Municipal Treasurer (CIMT) Application
Applications are due annual the last day of February

Name _____ Title _____

Email _____ Phone _____

Municipality _____

Address _____ City _____ Zip _____

I am applying for (Check one): _____ CIMT Initial Certification _____ CIMT Recertification

Have you attended at least one full Institute Training: Yes _____

Note: if you have not attended one full Institute Training in the last five years you are not eligible to apply for your CIMT Initial Certification.

EDUCATION A minimum of 50 points must be earned in this section. Supporting documents must accompany the application (e.g., copy of degree, transcripts, Institute attendance roster, etc.)

IMTA Institute: Full Institute = 30 points; Half Institute = 15 points

Year _____ Dates _____ Attendance (Full or Half) _____ Points _____

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Year _____ Dates _____ Attendance (Full or Half) _____ Points _____

Year _____ Dates _____ Attendance (Full or Half) _____ Points _____

Total Institute Points _____

Associate, Bachelor, Master's or Doctoral Degree. Include a copy of your degree or letter from University/ College.

Master's or Bachelor's Degree in finance or related field (accounting, public administration, etc.) = 50 points

Master's or Bachelor's Degree in an unrelated field = 30 points

Associate's Degree in finance or related field (accounting, finance, public administration, etc.) = 30 points

Associate Degree in unrelated field = 20 points

Degree _____ Major _____ Date Received _____

College/University _____ Location _____

Total Degree Points: _____

College/University Treasury Management Courses. Include all transcripts. If additional space is needed to document education, you may attach a spreadsheet.

Relevant university or college credit courses and/or correspondence courses (e.g., accounting, finance, public administration, etc.); ½ point per credit hour. Courses must be completed with a "C" grade or better and must have been taken within five years prior to application.

Course Name/Number _____ Grade _____ Credit Hours _____
 Date Completed _____ College/University _____ Location _____
 Course Name/Number _____ Grade _____ Credit Hours _____
 Date Completed _____ College/University _____ Location _____
 Course Name/Number _____ Grade _____ Credit Hours _____
 Date Completed _____ College/University _____ Location _____

Total Courses Points: _____

TOTAL EDUCATION POINTS (minimum 50) _____

EXPERIENCE AND PARTICIPATION POINTS: a minimum of 35 points must be earned in experience and participation (supporting documents must accompany the application). *If additional space is needed to document experience/participation, you may attach as a spreadsheet.*

Work Experience: (Include certified letter from the Clerk of any and all municipalities verifying position)

Current Position _____ Employer _____
 Responsibilities/Job Description _____
 Dates Employed: From _____ To _____ Total Years _____ Total Points (3 per year) _____

OTHER POSITION(S) HELD IN THE LAST FIVE YEARS, IF APPLICABLE:

Position _____ Employer _____
 Responsibilities/Job Description _____
 Dates Employed: From _____ To _____ Total Years _____ Total Points (3 per year) _____

Total Work Points (Maximum 15 Points): _____

Meeting/Training Attendance (Include proof of attendance)

- Attend IMTA Annual Conference (5 pts per year/20 maximum points)
- Attend IMTA Regional Meeting (2 pts per meeting/10 maximum points)
- Attend IMTA Roundtable Meeting (2 points per meeting/4 points per year/8 maximum points)
- Attend APT US&C Annual Conference (3 pts per year/12 maximum points)
- Attend a SE Central Illinois Clerks-Treasurers Association Meeting (2 pts per meeting/10 maximum points)
- Attend a Newly-Elected Officials Conference in association with IML (2 maximum points)
- Attend an Illinois Dept. of Revenue Workshop (full day 2 pts; half day 1/2 pts year/8 maximum points)

Year _____	Host _____	Training _____	Points _____
Year _____	Host _____	Training _____	Points _____
Year _____	Host _____	Training _____	Points _____
Year _____	Host _____	Training _____	Points _____
Year _____	Host _____	Training _____	Points _____
Year _____	Host _____	Training _____	Points _____

Total Attendance Points: _____

Serve on Boards, Committees, or other Leadership Involvement (Include proof of service)

- Serve on IMTA Board (5 pts per year/20 maximum points)
- Serve on IMTA Committee (3 pts per year/12 maximum points)
- Serve on APT US&C Board or APT US&C Committee (2 pts per year/10 maximum points)
- Organize an IMTA Regional Meeting (2 pts per meeting/10 maximum points)
- Organize and IMTA Roundtable Meeting (2pts per meeting/4 pts per year/8 maximum points)
- Organize a SE Central Illinois Clerks-Treasurers Association Meeting (2 pts per meeting/10 maximum points)
- Present an education session at IMTA Regional Meeting (2pts per year/10 maximum points)
- Present at an IMTA or APT US&C training session (2 pt per training/2 pts per year/10 maximum points)
- Volunteer at the IMTA Booth for an IML, IPPFA, NPPFA, etc Conference (1 pt per hour/8 maximum points)

Year _____ Association _____ Position _____ Points _____

Year _____ Association _____ Position _____ Points _____

Year _____ Association _____ Position _____ Points _____

Year _____ Association _____ Position _____ Points _____

Year _____ Association _____ Position _____ Points _____

Year _____ Association _____ Position _____ Points _____

Total Service Points: _____

Professional Certifications (Include proof of certification)

Achieve state or national certification related to treasury management, finance or public administration (CCM, CPA, CPFA, CPFIM, etc.) 5 points per certification/5 maximum points.

Certification _____ Sponsor _____ Year Earned _____

Certification _____ Sponsor _____ Year Earned _____

Certification _____ Sponsor _____ Year Earned _____

Total Certification Points: _____

Membership (include proof of membership)

- Member of IMTA (1 pt per year/5 maximum points)
- Member of APT US&C (1 pt per year/5 maximum points)

IMTA: Year _____ Year _____ Year _____ Year _____ Year _____

APT US&C: Year _____ Year _____ Year _____ Year _____ Year _____

Total Membership Points: _____

TOTAL EXPERIENCE/PARTICIPATION POINTS (MINIMUM 35): _____

Summary

Total Experience/Participation Points: _____

Total Education Points: _____

TOTAL POINTS: _____



NEXT STEPS:

- SAVE COMPLETED APPLICATION
- COMPILE ALL SUPPORTING DOCUMENTS AND SAVE AS A SINGLE PDF
- COMPLETE ONLINE CIMT FORM, UPLOAD APPLICATION AND SUPPORTING DOCUMENTS AND PAY APPLICATION FEE