

**IREM Houston Chapter No. 28**  
*Leaders  
 Developing  
 Leaders*

**CPM Capstone Track**

Quickly and efficiently complete the final steps needed to earn your CPM designation by enrolling in the CPM Capstone track. This track is designed for CPM Candidates who need to complete their management plan requirement and take the CPM Certification Exam. The first half of the week will be spent learning the essential components of a property management plan and then demonstrating proficiency in the elements that make up a management plan by completing the "Management Plan Skills Assessment" (MPSAXM), an alternative to submitting a plan independently. The remainder of the week will be spent preparing for and then taking the CPM Certification Exam.

**CPM Capstone Courses and Examinations:**

- Management Plan Skills Assessment (MPSAXM)
- CPM Certification Exam Preparation Seminar (CPM001)
- CPM Certification Exam (CPMEXM)

**Calculator Required:** The HP10BII financial calculator is required for this course. Course materials illustrate keystrokes for this calculator only. Students taking this course are expected to have a working knowledge of the basic operations and functionality of the calculator. You are encouraged to download the interactive *HP10BII Financial Calculator Tutorial* and the *HP10BII Financial Calculator Quick Reference Guide* from the IREM website and review it prior to taking this course.

**Laptop Usage:** The MPSA is now offered in an electronic format. Students should bring their own laptop to the course, and must have the working knowledge necessary to perform basic laptop functions and calculations.

**April 21 - April 25, 2008**  
**Registration: 8:00 a.m.**  
**Course: 8:30 a.m. - 5:00 p.m.**

**Continental Center I**  
**1600 Smith, Suite 3975**  
**Houston, TX 77002**  
**(Includes complimentary parking)**

**Registration Fees:**

**Premier Rate: \$1,550**  
 (applies to CPM, CPM Candidates, ARM, Accredited Commercial Manager and AMO Members)  
**Classic Rate: \$1,780**  
 (applies to Associate, Student and Academic Members)  
**Nonmember Rate: \$1,860**

TREC Provider 0192

- CPM®     CPM® Candidate     Associate  
 ARM®     ARM® Candidate     ACM  
 Employee of an AMO® firm     Student/Faculty

**Payment Method**

- Check or money order payable to IREM Houston  
 Visa     Mastercard     AMEX

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Phone \_\_\_\_\_ Fax \_\_\_\_\_

Office, Multifamily or Retail \_\_\_\_\_

Laptop or Blue Book Version \_\_\_\_\_

 **Send this form to:**  
**IREM Houston Chapter No. 28**  
**5850 San Felipe, Suite 118**  
**Houston, TX 77057**  
**(713) 783-9225 Fax (713) 783-0283**

**CPM Capstone Track Cancellation Policy:** For a cancellation more than 10 business days prior to the course, student receives a full refund. If the cancellation occurs less than 10 days (but a minimum of three business days) prior to the course, a \$75 administration fee is imposed to either refund the tuition or transfer the student to another course. Cancellation within 72 hours, or if the student is a no-show, there is no refund or transfer provided. No exceptions can be made to the rules above.