



2024 – 2025 – Application
New Hampshire
Certified Public Manager Program



Division of Personnel
 Bureau of Education and Training
 54 Regional Drive #5, Concord, NH 03301
 Email: BET@das.nh.gov <https://training.nh.gov>

Date:

Certified Public Manager Program: \$2,299.00 cost per person.

Personal & Current Work Information

Name (Last Name, First Name)	Job Title:
Agency	Department / Division
Work Address (Street, City/Town, State, Zip Code)	
Work Email	Work Phone
Supervisor Email	Supervisor's Work Phone:
Are you currently a: Supervisor <input type="checkbox"/> Manager <input type="checkbox"/> Neither currently. <input type="checkbox"/>	

Current Job Responsibilities:

Work History

1. Job Title:	Number of years in job:
Employer:	Supervisor Name:
Responsibilities:	

Work History

2. Job Title:	Number of years in job:
Employer:	Supervisor Name:
Responsibilities:	

Education:

1. Institution:	
Degree:	Completion Date:
2. Institution:	
Degree:	Completion Date:

Pre-Requisite:

For acceptance into the Certified Public Manager Program, you must have completed BET’s New Supervisory Academy, BET’s Certified Public Manager Program – Level 1 (CPM-Level 1) or Certified Public Supervisor (CPS) course.

Completion Date of Supervisor Academy, CPM Level 1 or CPS:

Please provide a personal statement explaining why you want to participate in the CPM program and how it will further your professional goals. Please include your proposed topic that you wish to base your *Capstone Project* on.

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Signatures:

Applicant:	Date:
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Supervisor’s Support Statement: “My signature below indicates that I fully support this candidate’s entry into the Certified Public Manager Program offered by Bureau of Education and Training and that funding has been approved.”

Supervisor:	Date:
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Additional Signature: (If necessary)	Date:
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Agency Financial Signatory: (Approving availability and use of funds from source indicated below)	Date:
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State Agency Payment Information

Proc Level	Accounting Unit	Class
		066

**** Please do not process payment until the applicant is accepted into the program and you receive and invoice from the Bureau of Education and Training.**