



International Institute of Municipal Clerks

Cornell's Institute is approved by the International Institute of Municipal Clerks (IIMC). Founded in 1947, IIMC is the leading professional nonprofit association of Municipal Clerks and officials from cities and towns around the world.

To receive Certified Municipal Clerks (CMC) or Master Municipal Clerk (MMC) Designation through Cornell's Municipal Clerks Institute, clerks must belong to IIMC for a minimum of two years. Information about applying for IIMC membership and designation requirements can be found at IIMC's website:

<http://www.iimc.com>



"I believe it is worth whatever personal and professional sacrifices you have to make to invest four days of your life in this worthwhile program. You will be a more valuable employee and you will enhance your professional and personal development."

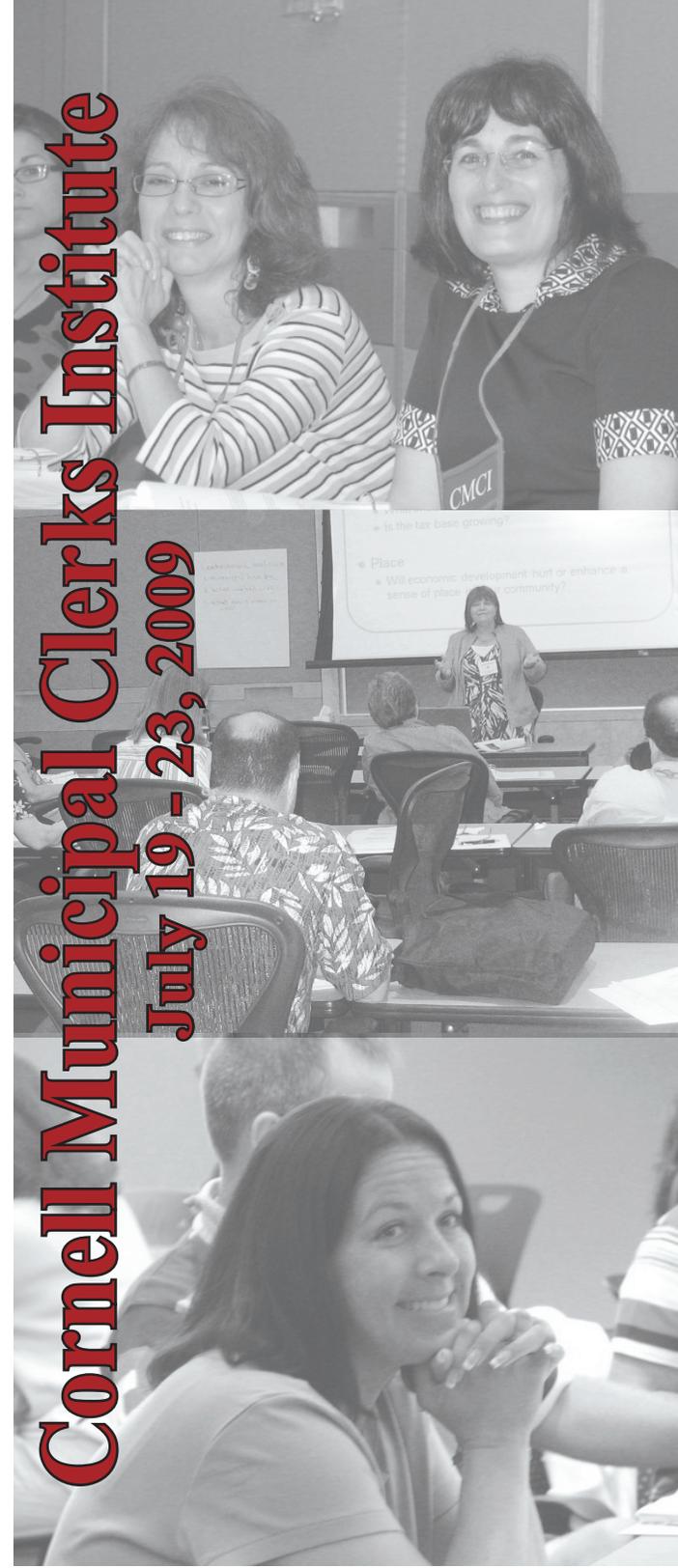
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Certified Municipal Clerk
Class of 2007



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The Cornell Municipal Clerks Institute is a premium educational opportunity provided by a partnership among the City and Village Clerks, Town Clerks, and Clerks of County Legislative Boards Associations of the State of New York and Cornell University's Community and Rural Development Institute.

Audience

City, town, and village clerks, deputy clerks, and clerks of county legislative boards, as well as other municipal officials who seek professional development. Those who want to attend in order to gain needed additional credits to maintain their CMC status are welcomed. Certified Municipal Clerks who want to continue working towards the Master Municipal Clerks certification (MMC) are also encouraged to attend.

Instructors

Cornell University faculty, faculty from other New York universities, as well as professionals within the Cornell community serve the Certified Municipal Clerks and Master Clerks Programs.

Teaching Format

Small classroom lectures, hands-on computer labs, group activities, self-evaluations, and informal discussions are all used during these trainings.

CMCI

July 19 - 23, 2009



Facilities

The Institute is held at the ILR Conference Center on Cornell University's campus. We want you to be comfortable, so please feel free to dress casually, and be sure to bring walking shoes so you may enjoy the area. All dorm rooms are air conditioned, single occupancy (unless otherwise requested).

What to Expect

The program runs from Sunday afternoon through Thursday morning with an optional class offered Thursday afternoon. A reception is held on Wednesday evening to honor the graduating class. Agendas, homework assignments and more details are sent prior to the Institute.

Registration Information

Certified Municipal Clerks and Master of Municipal Clerks registration fee is \$775. This includes all coursework, materials, meals, a banquet, and lodging for four nights. Registration begins in early spring. Keep checking CaRDI's website for more information.

www.cardi.cornell.edu

(Click on Cornell Municipal Clerks Institute)

Scholarship Information

Various scholarships are available through the New York State Clerks Associations. Please contact your association for more information.