

High Level FRCM Tracking for Recertification

Name _____

Membership # _____ Phone _____

Organization _____

Course Name/Category	Credits Required	Year 1			Year 2			Total		
		Req'd	Other	Total	Req'd	Other	Total	Req'd	Other	Total
Disaster Recovery	2			0			0	0	0	0
Legislative Update	2			0			0	0	0	0
Sunshine Law	2			0			0	0	0	0
Advanced Records Management	4			0			0	0	0	0
Electronic Records	2			0			0	0	0	0
Other Topics				0			0	0	0	0
Total	12									
Yearly Subtotal		0	0	0	0	0	0	0	0	0

3 Year Total

To receive FCRM designation, you must obtain **18** credits over a two year period, **12** required credits of which must be taken as indicated above. The remaining **6** credits can be taken from the Advanced RM, Electronic Records, and Other Topics categories. Any credits accrued beyond the 18, will not carry forward to recertification.

You may attend classes multiple times. However, for Disaster Planning, you will only be credited once.

The Conference schedule will always include the required courses, however, the daily schedule may vary from year to year.