

# Save \$10 per hour on CPE as a Seminar Coordinator

The Kansas Society of CPAs is looking to its members to serve as on-site coordinators at continuing education programs. Duties of the on-site coordinator include distributing name badges and books, providing any assistance necessary to the discussion leader and distributing, collecting and returning evaluation forms and sign-in sheets. Coordinators will receive detailed instructions via e-mail prior to the event.

Compensation for serving as on-site coordinator is **\$10 per CPE credit hour** to be paid directly to the member within 21 days of the program's conclusion.

To become a CPE seminar coordinator, please complete and submit the form below. Assignments will be made on a first come, first served basis. The KSCPA staff will contact you to confirm your assignment.

## CPE Seminar Coordinator Form

<b>Course requested</b>	Course Title Program Date City
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<b>Name</b> <b>Firm/Company</b> <b>Street Address</b> <b>P O Box</b> <b>City/State/Zip+4</b> <b>Work Phone</b> <b>Home Phone</b> <b>Cell Phone</b> <small>(for emergency contact only)</small> <b>e-Mail Address</b>	

Please donate \$ \_\_\_\_\_ of my payment to support the scholarship programs of the KSCPA Educational Foundation.  
 Please specify:      General scholarship fund      Byron Bird Scholarship      T.C. Anderson Scholarship