

COURSE SESSIONS

All classes will be held at the Victorian Manor, Woodbridge Avenue, Woodbridge, NJ and will begin at 8:30 am and will end by 3:30 pm.

COURSE SCHEDULE

The courses in these session will be offered on the following dates:

SCHEDULE FOR 2008 - 2009 CME PROGRAM

September 17, 2008

October 15, 2008

November 12, 2008

December 10, 2008

January 14, 2009

February 11, 2009

March 11, 2009

April 8, 2009

May 14, 2009

June 10, 2009

June 24, 2009

— detach and return —



NEW JERSEY MUNICIPAL ENGINEERING INSTITUTE APPLICATION FOR CERTIFIED MUNICIPAL ENGINEERING PROGRAM 2008 - 2009

Name: _____

Preferred Mailing Address: _____

(If business address, please indicate firm name)

Phone: (Home) _____ (Bus.) _____

E-mail: _____

(Note: E-mail address is required to receive session notices. Please print clearly)

Employer: _____

U.S. Citizen: Yes No NJSME Member: Yes No

NJ Professional Engineer: Yes No If yes, License #: _____

(Note: If a Licensed Professional Engineer, please enclose a copy of your PE Registration card)

Payment:

Enclosed is a check or voucher in the amount of \$ _____

Please make checks payable to NJMEI. A voucher, partial payment or full payment should accompany this application. The total fee for the program is \$1100.00, which can be paid at the beginning of the program or as a \$400 deposit and 2 installments of \$350.00.

Please return this application with your payment to:

New Jersey Municipal Engineering Institute

c/o J.A. Wiggins

465 Brookdale Road

Union, New Jersey 07083-7815

973-596-8193

e-mail: wiggins@njit.edu

INTRODUCTION

The New Jersey Municipal Engineering Institute (NJMEI) was created by the New Jersey Society of Municipal Engineers (NJSME) in 1987 to establish and administer programs dedicated to the continuing education needs of professional engineers practicing municipal engineering.

This program, known as the Certified Municipal Engineer (CME) program, was designed to introduce its participants to the various areas, both technical and administrative, that are encountered in actual practice. The course is designed to be broad in scope, timely in nature and intended to address the various roles that a municipal engineer may face in either a full-time, part-time or consulting capacity.

The CME certificate is awarded only to licensed professional engineers upon the successful completion of the program. Those participants without professional licensure may complete the program but will be issued a CME certificate upon licensure.

COURSE CONTENT

The CME Program consists of a series of 10 seminars and workshops. Attendance at each session is mandatory for the successful completion of the course. In the event that an applicant is unable to attend a session, videotapes are available to "makeup" the session. However, a maximum of two makeups are allowed.

Instruction in this program is based on engineering practices currently in use. Instructors, who volunteer their time, are drawn from professionals recognized in their field of expertise to present practical rather than theoretical information.

The subject matter will include both technical and administrative areas such as municipal budgeting, traffic engineering, roadway design, pavement management, stormwater management, sanitary sewer operations, water system operations, municipal land use, public contracts law, personnel practices, data management and infrastructure maintenance. These topics may be altered depending upon speaker availability and class interest.

COURSE FEE

*The fee for the course is \$1000.00 for the year and includes lunch and all materials. The fee is payable in installments with the first installment paid with the registration. No billing will be made during the year. As course space is limited, only advance registrations will be accepted. **No registration will be accepted at the door on the first day of the course. Deadline for advance registration is September 1, 2008 – no exceptions.***



QUESTIONS?

Questions can be addressed to:

John A. Wiggins, Chairman,

NJMEI at 973-596-8193

e-mail: wiggins@njit.edu

Course Description



NEW JERSEY
MUNICIPAL
ENGINEERING INSTITUTE
OF THE
NEW JERSEY SOCIETY
OF MUNICIPAL ENGINEERS

2008-2009

**CERTIFIED MUNICIPAL
ENGINEERS PROGRAM
COURSE DESCRIPTION
AND APPLICATION**