

DATE	Continuing Education Sessions	CE credits
Monday, Oct. 3, PM	Desktop Review	3
Tuesday, Oct. 4, AM	Tax Cap	3
Tuesday, Oct. 4, PM	Legislative Update A Discussion on Real Property Tax Administration with Acting Deputy Commissioner for Real Property Tax Services	2 0
Wed, Oct.5, AM	Formation of New Special Districts Agricultural Districts	3
Courses Required for Basic Certification		
Mon. Oct.3, AM/PM	Tax Collection and Enforcement /Tax Mapping	Basic
Tues-Fri, Oct. 4-7	Commercial/Industrial Valuation	Basic

REIMBURSEMENT SCHEDULE

TOTAL CE CREDITS	REGISTRATION FEE (waived for certified directors)	OTHER REIMBURSEMENT*
11	0	2 overnights, meals, mileage, tolls
6 - 10	0	1 overnight, meals, mileage, tolls
1 - 5	0	No overnights. Only allow travel meals, mileage, tolls
Basic certification courses	100% tuition	Overnights are approved for the length of the training course for uncertified directors who successfully complete required training components.

*In addition, Sunday overnight expenses are available to those eligible who travel over 50 miles from their official stations to the CE conference.

Reimbursement rates for Onondaga County: Hotel = \$94 per night (as of October 1, 2011) (must have itemized receipt); (lunch is not reimbursable); Mileage = \$.555 per mile and tolls. If you have questions about your eligibility for CE credit or reimbursement, please call (518) 474-1764 prior to attending the conference. <http://www.orps.state.ny.us/training/reimbursement/index.cfm>

Reimbursement will be provided from the Second Training Period (August 1 – November 30). Vouchers must be received by ORPTS within 30 days of the conference. The 2011 training reimbursement appropriation has been reduced by 50%. Reimbursement may be prorated by ORPTS. If proration is necessary, basic certification courses will be paid first, followed by continuing education. Rules allow ORPTS to reimburse a percentage of the expenses when funds are insufficient to cover all expenses. Be sure to sign-in at all sessions that you attend for continuing education (CE) credits. CE Credits will also be used to determine your eligible expenses for reimbursement. (09/08/2011)