

Course Dates  
May 11, 12, 13 - 2010

Currently no other CPO classes are planned for 2010.

For Immediate  
Release  
Contact:  
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210-822-5852  
SW-AHMA

SOUTHWESTERN AFFORDABLE HOUSING MANAGEMENT ASSOCIATION

**THE CERTIFIED PROFESSIONAL OF OCCUPANCY COURSE**  
The Ultimate Course for the HUD Handbook 4350.3

**May 11, 12, 13 - 2010**  
Carrollton, Texas  
Sponsored by RealPage

The Certified Professional of Occupancy (CPO) course is a comprehensive program offered by the National Affordable Housing Management Association (NAHMA) for property management staff in affordable developments, including LIHTC. It is the only occupancy course that covers the new HUD 4350.3 Handbook in its entirety, with specific handbook references cited in the margins of the course text. Each participant will receive a copy of the new 4350.3 Handbook at this course. The three-day program is composed of two and a half days of instruction and a half-day exam. Participants who successfully pass the exam will receive a CPO certificate and lapel pin. All CPOs will be listed in an annual, national certification directory. The CPO is a requirement for NAHMA's National Affordable Housing Professional (NAHP®) certification program.

**Anita Moseman** will lead the course as instructor. She is one of only a few certified instructors, a SW-AHMA favorite and her classes have the highest pass rate of any instructor nationally.

**Location:** The course will be held May 11, 12, 13 at the RealPage Headquarters - 4000 International Pkwy Carrollton, Texas 75007 - For directions (972) 820-3000

This is the only scheduled CPO class for 2010.

**Hotels:** Recommended hotels for your consideration when traveling to the RealPage offices in Carrollton. These hotels provide shuttles to and from the class if requested. Be sure to tell them when making your reservation that you are attending class at RealPage.

**Homewood Suites** 4451 Beltline Road Addison, Texas 75001  
972-788-1342 or 800-CALL-HOME

**Hilton Garden Inn** 4090 Beltline Road Addison, Texas 75001  
972-233-8000

**Residence Inn Marriott** 14975 Quorum Drive Dallas, Texas 75254  
972-866-9933

**Course Tuition:**

- **Member price** - \$499.00 per person
- **RealPage User** - \$499.00 per person
- **Non - Member price** - \$550.00 per person
- **Exam Retake** - Only for those who have sat for the course previously \$100.00
- **Class review** for CPO certificate holders wanting a review without exam or materials \$200.00
- To order a **4350.3 HUD Handbook** only \$60.00

**Class check-in** begins at 8:30 am on May 11th. Class begins at 9am-The final day is a brief review and then timed exam. Meals are **not** included with this course. There will be an hour and 10 min. break for lunch each day.

**Registration:** Fax **CPO** registration form to SWAHMA 210-822-5842 or mail registration and fee to  
SW-AHMA PO Box 171348 San Antonio, Tx. 78217 - Questions please call Roy Cozart 210 822 5852.

Name: \_\_\_\_\_

amount enclosed:\$ \_\_\_\_\_

Property: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**DRESS IN LAYERS - ROOM TEMPERATURE IS UNPREDICTABLE**