

## ADMINISTRATIVE EXAM REGISTRATION FORM

If you are a current member of ASPMA you are eligible to take the Administrative Certification Exam.

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_ Email: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Requested Exam Site: \_\_\_\_\_

Exam Registration Fee - \$140.00 **(If received at least 30 days prior to exam date)**

Late Exam Registration Fee – \$165.00 **(If received within 30 days of exam date)**

**Mail with a check made payable to ASPMA Qualifying and Examining to:**

ASPMA  
1616 North 78<sup>th</sup> Court  
Elmwood Park, IL 60707  
Phone: 888-882-7762

**A \$25.00 fee will be charged for all returned checks.**

**OR**

**Fax with credit card information and signature to 708-456-4947**

***Please Print Legibly***

**Circle One:**    VISA    MasterCard    Discover    American Express

Name as it appears on card: \_\_\_\_\_

Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_/\_\_\_\_ CVV Code: \_\_\_\_\_

Billing Address **(if different than above)**: \_\_\_\_\_

Email (For Receipt): \_\_\_\_\_

Signature: \_\_\_\_\_

**Upon receipt of your Exam Registration Form, fee, and proof of membership you will be sent a confirmation of registration. Please present this confirmation to the Exam Proctor on the day of the exam.**