



CGFM STUDY GUIDES LOAN PROGRAM REQUEST FORM Program Year 2023-2024

AGA Member Name:		AGA Member No.	
Mailing Address:			
Email Address:		Mobile No.:	
Current Employer:		Job Title:	
Start - Exam Eligibility Period:		End - Exam Eligibility Period:	

PURPOSE:

The *Certified Government Financial Manager (CGFM)* is a professional certification awarded by AGA, demonstrating competency in governmental accounting, auditing, financial reporting, and internal controls and budgeting at the federal, state, and local levels.

In furthering the committee’s goal to promote CGFM, the AGA Guam Chapter has purchased several study guides to help members prepare for the CGFM examinations. The Certification Committee members will monitor changes to the study guides and will request to procure updated versions as necessary.

PROGRAM AND APPLICABILITY:

The *CGFM Study Guide Loan* program is available to AGA Members. AGA Members are defined as AGA Guam Chapter Members or Guam students that are also National Members.

REQUIREMENTS:

1. Must be an AGA Member upon request for the study guide’s loan.
2. A borrower may only have one study guide checked out at any time.
3. Each study guide may be borrowed for a period of two (2) months. If extension is desired by the borrower, they must request and seek an approval for an extension from the Certification Committee Director (or a designee). Extension request approval may be granted based on the number of requests from other members.
4. All borrowed study guides must be returned in the same condition they were loaned. If there is damage to a study guide, the borrower is responsible for payment for the damages, which is generally the replacement cost for the study guide material.

Date Requested	Study Guide Description	Estimated Date of Return	Released By
	GE Exam 1 (Governmental Environment)		
	GAFRB Exam 2 (Governmental Accounting, Financial Reporting and Budgeting)		
	GFMC Exam 3 (Governmental Financial Management and Control)		

I, _____ certify that I received the Part _____ of the CGFM Study Guide. I also concur with the above requirements and comply with the program’s terms and conditions.

Borrowers Signature: _____

Date: _____

CERTIFICATION COMMITTEE REVIEW & RECOMMENDATION FORM

_____ Applicant is an AGA Member.

_____ Applicant submitted their “My Path to CGFM” for compliance with eligibility period.

Reviewed and Approved by Certification Committee Director:

_____ Maripaz N. Perez, CGFM, CICA, CFE, CIA

_____ Date