



## NATIONAL GUARDIANSHIP ASSOCIATION

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# Information about the NGA Certification Review Course At the 2010 National Conference on Guardianship

## About the Course:

The National Guardianship Association (NGA) offers a Review Course to help you prepare for the examination to become a National Certified Guardian. The course is now being presented on a regular basis in a virtual seminar format offering guardians, conservators and fiduciaries the opportunity to participate in a study program for the national certification exam right at their own desk using a computer and a toll free phone number.

The Course is also being offered in a classroom format at the 2010 National Conference on Guardianship. NGA is presenting the course in a face-to-face training on Saturday, October 2, 8:30 am – 1:00 pm to help maximize the investment in time and finances being made by individuals registering for the Conference in Hershey, Pennsylvania,. The fee for the course is not included in the Conference registration. To participate in this onsite session you must complete and submit this form.

The session at the Conference will cover the same four hour-long modules that are part of the virtual course. It will be taught by "Approved Educators" from NGA. Each module is focused on a specific topic and the overall course is an in-depth review of the NGA Study Guide. This course is not intended to cover state-specific portions of examinations in California, Florida or Texas.

- Module One: Universal Roles of the Guardian – Summarizing the guardianship process, explaining the main roles of a guardian, outlining the model code of ethics for guardians, etc.
- Module Two: Guardian of the Person – Covering the initial duties of guardian of the person, discussing confidentiality issues, addressing rights of the ward, etc.
- Module Three: Guardian of the Estate – Defining the prudent investor rule, identifying situations that pose a conflict of interest, discussing the process of developing a financial plan and budget, etc.
- Module Four: Decision Making – Explaining the informed consent principle, evaluating the withholding or withdrawing of medical care in end-of-life situations, etc.

Note: You are not required take the review course in order to sit for the exam, but this prep is strongly recommended. Study materials may also be purchased separately if you want to prepare for the exam without taking a Review Course or if you plan to register for a Course at a later time.

## About the National Certified Guardian Exams:

The exam will also be offered in conjunction with the Conference, but signing up for the review course or ordering study materials does not automatically register you to take the exam. For information on taking the exam contact the Center for Guardianship Certification at 717-238-4689 or obtain the exam registration form at [www.guardianshipcert.org](http://www.guardianshipcert.org).

Exams are conducted by the Center for Guardianship Certification. Review courses are run by NGA. They are two entirely different organizations. Therefore, registering for an exam and a course is a two-step process and payment must be made separately to each organization. Registering for the review course does not automatically register you for the exam and vice versa.

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**Complete Your Registration on the Back of This Page**

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**This Form Should ONLY Be Used to Register for the Review Course**  
**At the National Conference on Guardianship**  
**Saturday, October 2, 2010 – 8:30 am to 1:00 pm**  
**Hershey, Pennsylvania**

**Registrations must be received by Wednesday, September 22, 2010**

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**MEMBER RATES**

*These discounted rates apply only to current NGA members. Membership in a state association does not qualify for member rates and only the primary contact for an organizational membership qualifies.*

\_\_\_\_\_ Register me for the Review Course with the NGA Study Guide for \$100 \$ \_\_\_\_\_  
(Fee includes shipping and handling for one copy of the study guide.)

\_\_\_\_\_ Register me only for the Review Course with no Study Guide for \$60 \$ \_\_\_\_\_

**NON MEMBER RATES**

\_\_\_\_\_ Register me for the Review Course with the NGA Study Guide for \$125 \$ \_\_\_\_\_  
(Fee includes shipping and handling for one copy of the study guide.)

\_\_\_\_\_ Register me only for the Review Course with no Study Guide for \$85 \$ \_\_\_\_\_

**To order additional copies of the study guide or to purchase study materials without taking the review course, use the Study Materials Order Form found on the NGA website at:  
[www.guardianship.org/Exams/10/StudyMaterialOrderForm.pdf](http://www.guardianship.org/Exams/10/StudyMaterialOrderForm.pdf)**

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Name \_\_\_\_\_ Title \_\_\_\_\_

Affiliation \_\_\_\_\_

Shipping Address \_\_\_\_\_

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

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

*Email address must be provided to receive a registration confirmation.*

***Cancellation must be received by September 22, 2010 to receive a refund.***

<b>TOTAL PAYMENT \$ _____</b> <small>(Our Federal ID# 36-3591860)</small>	
_____ <b>Please email a receipt for my records.</b>	
<b><u>TO MAIL:</u></b> Enclose Check Payable To NGA and Address To <b>174 Crestview Drive Bellefonte, PA 16823-8516</b>	_____ VISA _____ MasterCard Card # _____ Exp. Date _____ Print Name on Card _____ Signature _____
<b><u>TO FAX:</u></b> Provide Credit Card Information and Fax To <b>814-355-2452</b>	<small>Virtual 6/02/10 - sgt</small>