

# **SOUTHWESTERN AFFORDABLE HOUSING MANAGEMENT ASSOCIATION**

## **CPO CERTIFIED PROFESSIONAL OF OCCUPANCY COURSE & EXAM**

**January 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup>, 2019  
San Antonio, TX**

### **Historic Hilton Hotel – Downtown Fort Worth**

Hilton Fort Worth, 815 Main Street, Fort Worth, Texas, 76102 - 817-870-2100

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 then an on-line exam is taken within 2 weeks of the class. 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.

Nationally known CPO instructor Anita Moseman is leading this course.

We will begin checking in for the class at 8am on January 9th. Class will begin on that day at 9am. The instruction lasts all day. Most days breaking at 5 or 5:30. There is time for lunch on your own each day. On the final day, the 11th, you will be released prior to 12 noon. The exam you will take at your convenience from your home or office within 2 weeks of completing the instructional portion.

## **Registration Information**

### **Location:**

La Quinta Inn and Suites San Antonio Riverwalk

303 Blum San Antonio ( 210) 222-9181

Room Rate Single/Double \$ 126

Reservations Department #: 866-527-1498 opt. #1

Hotel: La Quinta Inns & Suites San Antonio Riverwalk

Group Name: **SWAHMA**

Book your room at the hotel as soon as you can to avoid being left out.

**Conference Tuition:**

Member CPO & Exam.....\$549 per person  
Non-member CPO & Exam.....\$599 per person  
Member Class audit only.....\$400 per person  
Non -member Class audit only .....Not Available

Register on-line at SWAHMA.com or print complete the below registration form fax it to the SW-AHMA office 210 822 5842, email it to [swahma@gmail.com](mailto:swahma@gmail.com) or [register now](#) on-line at [swahma.com](http://swahma.com).

NAME: \_\_\_\_\_

MANAGEMENT COMPANY: \_\_\_\_\_

PROPERTY NAME (if applicable): \_\_\_\_\_

EMAIL: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_

**REGISTER TODAY TO RESERVE YOUR SEAT. 210 822 5842**

Email must be included to receive confirmation of registration

For more information Contact;

Roy Cozart at SW-AHMA

[Swahma@gmail.com](mailto:Swahma@gmail.com)

210 822 5852

CONTACTS : ROY COZART – [SWAHMA@GMAIL.COM](mailto:SWAHMA@GMAIL.COM) OR KARON ARNOLD – [KARNOLD@ARNOLDGROUNDS.COM](mailto:KARNOLD@ARNOLDGROUNDS.COM)