



AEE - HUNTSVILLE CHAPTER SPONSORED

**5-Day Certified Energy Manager (CEM®) Training
Huntsville, AL**

July 23-27, 2018

Redstone Federal Credit Union, 220 Wynn Drive, Huntsville, Alabama 35893

About The Seminar

The **Huntsville AEE Chapter** is doing its part again this year to enhancing your learning experience in attaining the prestigious **Certified Energy Manager (CEM®)** title. We will sponsor a **5-day CEM Training Seminar** with certification exam on the last day. There will be four days of in-depth, comprehensive learning and problem-solving forums that will carry you through the examination of basic fundamentals of energy management and on to a systemic “working level” knowledge of specific principles and techniques needed to really get this job done. All work will be done in an open forum class where questions and answers are worked through integrating the knowledge base of the students and instructors. Breakfast and lunch provided by our sponsors will be served on site to maximize classroom and peer to peer contact and minimize your fuss with finding a place to eat.

Use the Registration Form below to register for the Huntsville Live Seminar

Early Bird Registration Fee (BEFORE July 6th):

\$1,995 for AEE members (chapter and national) and Government employees

\$2,195 for non-members

NOTE: Course materials, hot breakfast buffet, hot lunches, and exam fee are all covered in this special price.

After July 6th Registration Fee:

\$2,195 for AEE members (chapter and national) and Government employees

\$2,395 for non-members

Cancellation Policy

Payment (**in full**) must be received in order to guarantee your seat in the course. If you are unable to attend the course, you may substitute another person in your place 30 days prior to the course without penalty. If this is done after that deadline, that person will be responsible for paying an additional CEM application and examination fee of \$400.

All cancellations must be communicated to **AEE – Huntsville Chapter** in writing. **Registrations cancelled after July 6th will be assessed the full registration fee and no refund will be made.**

Should the course be cancelled because of weather, illness or any other reason, all registrants will be notified as early as possible and our liability will be limited to the return of the registration fee.

Seminar Hours

Registration is at 7:30 a.m. on Monday. Seminar hours are 8:00 a.m. to 5:00 p.m. Monday through Thursday. Students should arrive by 7:30 a.m. on Friday for the exam. The exam will start promptly at 8:00 a.m. and will last approximately 4 hours.

About the CEM

For the CEM Handbook go to →

<https://www.aeecenter.org/sites/default/files/certification/CEMHandbookInHouse.pdf>

For the CEM Application (Not the Course Registration) go to →

<https://www.aeecenter.org/sites/default/files/certification/CEMApplicationInHouse.pdf>

For the U.S. CEM Body of Knowledge and Study Guide go to →

https://www.aeecenter.org/sites/default/files/certification/CEM-BodyofKnowledge_StudyGuide.pdf

Location

The seminar will be held in the Gemini Room at Redstone Federal Credit Union, 220 Wynn Drive, Huntsville, Alabama 35893 Phone: (256) 837-6110.

Eligibility

The prerequisites to qualify for the certification process have been designed to take into account the possible diversity of education and practical experience an individual may have. However each CEM candidate must meet one of the following criteria:

EDUCATION & JOB EXPERIENCE		
4-year degree in engineering or architecture OR Professional Engineer (P.E.) or Registered Architect (R.A.)	AND	3+ years of experience in energy engineering or energy management
4-year degree in environmental science, physics or earth science	AND	4+ years of experience in energy engineering or energy management
4-year degree in business (or related field)	AND	5+ years of experience in energy engineering or energy management
2-year energy management associate's degree	AND	6+ years of experience in energy engineering or energy management
2-year technical associate's degree	AND	8+ years of experience in energy engineering or energy management
NONE		10+ years of experience in energy engineering or energy management
<i>*If you don't yet meet the education or experience eligibility requirements for the CEM, you may be interested in pursuing our Energy Manager in Training (EMIT™) certification.</i>		

For More Information

For more information on the CEM and this course, please see the CEM Handbook at the web address under "About CEM" or contact:

Jim Young

Education Chairman

Email: jimmy.l.young8.ctr@mail.mil

Email: jim.young@wyle.com

Email: jlyoung7151@gmail.com

Phone: (256) 955-7314 or Cell (256) 656-5374

AEE Website> <http://www.HuntsvilleAEE.org>

Five-Day Certified Energy Manager (CEM[®]) Training/Exam

LIVE SEMINAR REGISTRATION FORM Association of Energy Engineers - Huntsville Chapter

Please note that Adobe Reader will not save this form! Please print and mail to the address below, fax to (256) 955-7268, or scan and email the file to jim.young@wyle.com. Also, be sure to include a cover page and send to the attention of Jim Young.

Contact Name: _____ Company: _____

E-Mail Address: _____ Contact Phone: _____

Postal Address: _____

	Registrant Name	E-mail	AEE member # (must be national <u>and</u> local member for discount)
1			
2			
3			
4			
5			

If more than five people per organization, please list clearly on separate form.

	Early Bird registration fee per person	<u>after</u> 7/06	# people	Total
AEE (local and national) member/ Government*	\$1,995	+\$200		
Non-member**	\$2,195	+\$200		

*Non-members requesting Government rate must show your government ID at registration.

**Individuals paying non-member rate will receive local and national membership with their paid tuition.

Please return the completed form and payment, **payable to AEE–Huntsville Chapter** to the Chapter Treasurer: Association of Energy Engineers, Attention: Daniel Tait, P.O. Box 11785, Huntsville, AL 35814. If you have any questions please call or email Jim Young (Education Chair) at contact noted above.

If paying by credit card, please complete credit card payment form for each registrant and attach to Registration Form. Payment will not be applied prior to 7/10/2018 unless specifically requested.

Each registrant must also:

- a) Complete the CEM application at

<https://www.aeecenter.org/sites/default/files/certification/CEMApplicationInHouse.pdf>

NOTE: In “Seminar Name/Date/Location (REQUIRED) enter Huntsville Chapter AEE /23-27 July 2018/Huntsville, Alabama

- b) Complete this registration form with payment.

Five-Day Certified Energy Manager (CEM[®]) Training/Exam

CREDIT CARD PAYMENT FORM

Association of Energy Engineers - Huntsville Chapter

Visa and Master Card accepted only. No other credit card payments will be accepted

*Registration will not be completed if essential information is missing or incomplete. Please write legibly.

Card Type (Master Card or Visa only):			
Card Number:			
Expiration Date	Month:	Year:	
Enter Card Identification Number		Code:	

MasterCard and Visa Cards:

The card identification number (Card Security Code) is the last three digits of the number of the back of your card near your signature.



Card Holder's Name: (Exactly as it appears on card.)	First Name:	Middle Name/Initial:	Last Name:
Billing Address			
Street 1:			
Street 2:			
City:		State/US Territory:	
Zip/Postal Code:		E-mail Address:	
Telephone #:	Business:	Home or Cell:	

A registered receipt will be e-mailed within 7 days after payment is verified. Payment will not be applied prior to July 10, 2018 unless specifically requested.

If you would prefer, call in your credit card information direct to Daniel Tait at phone: 256-303-7773.