

Application for
Planning Board-Zoning Board of Adjustment Secretary Certificate

Name (as it is to appear on a certificate)

Home Address _____

Home Telephone _____

Employer _____

Business Address _____

Work Telephone _____ E-mail _____

Official Title _____

I certify that I am a United States Citizen: Yes No

Date of Birth _____ Social Security No. _____

Year of High School Graduation _____

Name of High School _____

Municipality _____ State _____

COURSE REQUIREMENTS:

Copies of certificates of completion for each of the courses listed below OR an official transcript from the Center for Government Services must accompany this application. Do NOT attach original documents.

	Course No.	Completion Date
Introduction to Planning and Zoning Administration	_____	_____
Understanding Plans: Site Plan and Subdivision Review	_____	_____
Financial/Records Management for Planning and Zoning Offices	_____	_____

I attest that the above statements are true:

Signature _____ Date _____

Send this form, supporting material, and a non-refundable application fee of **\$25** (payable to Rutgers University) to:

Planning and Zoning Administration Program
Center for Government Services
303 George Street, Suite 604
New Brunswick, NJ 08901-2020