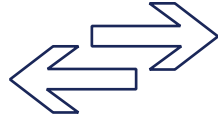


# CERTIFIED MUNICIPAL CLERK

INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS CERTIFICATION TRACK



Typically  
4-8 years  
completion time



Can substitute  
treasurers'  
sessions



No need  
to renew  
certification



2 years  
IIMC membership  
requirement

## EDUCATION - 60 POINTS

(2 hours = 1 point)

### CLASSROOM

**120 hours\***

- Montana Municipal Institute
- MLCT session
- Regional training

### SUBSTITUTE UP TO

**12 hours**

- Webinars
- Undergraduate or Graduate degrees

## EXPERIENCE - 50 POINTS

- Clerk/Treasurer
- Administrator in a private business
- Service on the MMCTFOA Committee
- Attendance at the IIMC Annual Conference
- Attendance at the MLCT Annual Conference

**60 POINTS  
EDUCATION**



**50 POINTS  
EXPERIENCE**



**110 TOTAL  
POINTS NEEDED**

\*Montana Clerk Certification (non-IIMC) occurs at 100 education hours