



CERTIFIED CONCRETE PROFESSIONAL 
BUSINESS MANAGEMENT CAREER TRACK
GRADUATION APPLICATION



Applicant Information

Type or print clearly, you are responsible for spelling errors on your diploma due to illegible handwriting.

Name (Exactly as it should appear on diploma) _____ Title _____

Address to Send Diploma _____

City _____ State _____ Zip _____

Email _____ Phone _____ Fax _____

Employer Information

Company Name _____

Address _____

City _____ State _____ Zip _____

Supervisor's Name _____ Title _____

Email _____ Phone: _____ Fax _____

Payment Information

Application Fee: \$150 **Transfer Credit Fee: \$25** (per application)

Payment Method:

Check (Payable to NRMCA) Credit Card VISA MasterCard AmEx

Card Number _____ Exp. Date _____

Name on Credit Card (print) _____ Signature _____

Send completed application with payment to:

Paying by Credit Card:
 NRMCA, Attn. Susan
 900 Spring Street
 Silver Spring, MD 20910
 Or:
 Fax: (301) 585-4219
 Email: susan@nrmca.org

Paying by Check:
 SunTrust Bank, c/o NRMCA
 P.O. Box 79433
 Baltimore, MD 21279

(continued on next page)

Business Management Career Track Requirements (120 hours)

Courses taken with 5 years of application (CCSP classes taken prior will be grandfathered.)

Please provide a copy of certification, if applicable. (If exam was required for certification, applicant must have passed to apply for CCPf)

Please check each course being used to achieve your CCPf and indicate the **month/year taken** in the line provided.

PREREQUISITES (1 of 2 below)

- Introduction to Concrete Fundamentals: Concrete 101 (CCSP Module I) Certification (24 hours) _____
- Affidavit of 2 years RMC supervisory experience signed by direct supervisor
- Environmental Professional Certification for the Ready Mixed Concrete Industry (24 hours) _____
- The Effective RMC Supervisor (20 hours) Certification _____

REQUIRED COURSES (72 hours)

- Introduction to RMC Business Organization and Management (24 hours) _____
- Employment Law Seminar (16 hours) _____
- Financial Management for the Ready Mixed Concrete Industry (16 hours) _____
- Leadership: Concrete Manager's Game Plan (16 hours) _____
- Environmental Professional Certification for the Ready Mixed Concrete Industry (24 hours) _____
- The Effective RMC Supervisor (20 hours) Certification _____
- EPCRA & TRI Workshop (8 hours) _____
- Fundamentals of Accounting, Finance, and Business Law: Business Knowledge (CCSP Module III) Certification (20 hours) _____
- Plant Manger Certification Course (24 hours)
- Professional Sales Skills Workshop (CCSP Module IV) Certification (24 hours) _____
- Ready Mixed Concrete Sales Manager Workshop (21 hours) Certification _____
- Understanding the Concrete Contractor's Business: Customer Knowledge (CCSP Module II) Certification (20 hours) _____
- Concrete Construction Liabilities Seminar (16 hours) _____
- Concrete's Role in Sustainable Development (8 hours) _____
- Concrete Technology Training and Certification Program (Technical Short Course), Earning Level 2 Certification (32 hours) _____
- Safety Course Certification (20 hours) _____

Transfer Credit Information

Courses must have been taken with 5 years of application. Provide proof of completion: copy of certificate and/or supervisor's signature. You will be notified if credit is not accepted by NRMCA. There is a \$25 Transfer Credit Fee per application.

① _____

Course Name	Date	Institution/Company	Location
Credit conferred: <input type="checkbox"/> Certificate of Attendance <input type="checkbox"/> CEUs <input type="checkbox"/> Academic Credits		Credit Hours: _____	

② _____

Course Name	Date	Institution/Company	Location
Credit conferred: <input type="checkbox"/> Certificate of Attendance <input type="checkbox"/> CEUs <input type="checkbox"/> Academic Credits		Credit Hours: _____	

③ _____

Course Name	Date	Institution/Company	Location
Credit conferred: <input type="checkbox"/> Certificate of Attendance <input type="checkbox"/> CEUs <input type="checkbox"/> Academic Credits		Credit Hours: _____	

Supervisor's Signature _____

I understand that if I fail to fulfill any requirement, I forfeit my application fee and must reapply when I complete all requirements.

Name Signature Date

Attach additional paperwork as needed:
Copy of course certificates
Affidavit of 2 years RMC supervisory experience