SGAC Professional Certificate Program In-Person Participation Requirement Policy and Waiver

To earn the State Government Affairs Professional Certificate, participants are expected to complete at least one approved in-person SGAC learning or engagement experience. Eligible activities may include the National Summit, Leaders' Policy Conference, In-Person Trainings, or other SGAC-designated events.

SGAC recognizes that certain circumstances may make in-person participation difficult or impractical. Participants who are unable to fulfill the in-person requirement due to significant professional, financial, geographic, caregiving, health, disability-related, military, or other extenuating circumstances may request a waiver.

Waiver requests must be submitted in writing and include a brief explanation of the circumstances preventing participation. Supporting documentation may be requested when appropriate.

Approved waiver recipients will be required to complete an alternative engagement activity designated by SGAC. Alternative activities may include completion of additional certificate competencies, service on an SGAC committee or task force, mentoring activities, or other approved professional development experiences.

Waiver requests will be reviewed on a case-by-case basis. Approval is not guaranteed and is granted at the discretion of SGAC staff and the Education and Training Committee.

SGAC is committed to fostering an inclusive and accessible professional development program while maintaining the integrity and value of the State Government Affairs Professional Certificate.

SGAC Professional Certificate Program
In-Person Participation Waiver

Name: _____

SGAC Member Company: _____

Email: _____

Reason for Waiver of In-Person Participation:

_____

_____

_____

_____

_____

_____

What additional requirements are you willing to participate in to meet the criteria:

☐ Serve on an SGAC Committee or Task Force

☐ Complete Additional Competency Requirements

☐ Serve as a Mentor

☐ Provide Other Professional Development Experiences

Reviewed by SGAC Staff: _____ Date: _____

Approved by Education and Training Committee: _____ Date: _____