



The AMCTO Municipal Clerk's Institute (MCI)

AMCTO is an approved IIMC (International Institute of Municipal Clerks) Educational Institute Partner

Certificate of Completion : Program Requirements

Name of Student :	
Title of Student:	
Municipality / Organization:	
AMCI Program Date:	
Name & Title of Mentoring Supervisor:	
Contact Information of Mentoring Supervisor:	

Assessment Summary:

1. Provide an overview of Key Learnings from MCI Level 1 (What have you learnt?) and how you will apply this learning within your municipality and the Clerks Department : approximately 800 words
2. Identify any additional relevant learning needs you may have: approximately 100 words

Supervisor Sign off:

(Print Name)

(Date)