



VIRGINIA  
ASSOCIATION  
of MUSEUMS

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**Virginia Certificate in Museum Management  
Non-Partner Requirement Completion Reporting Form**

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Non-partner workshops and conferences (Non-partner programs are those offered by organizations other than VAM, VCU, JTCC, UR, TCC, RCC, or Radford) will be reviewed to determine whether the content of the program sufficiently meets the standards of the Certificate. You will be notified by the Review Committee if your program is not accepted.

**Please attach to this form proof of your attendance at the listed workshop (i.e. a name badge, the signature of the speaker, a certificate of completion), as well as a copy of the program agenda.**

All forms should be forwarded to:  
Jennifer Thomas, Virginia Association of Museums  
Fax: 804-358-3174 Email: [jthomas@vamuseums.org](mailto:jthomas@vamuseums.org)  
3126 West Cary Street, Richmond, VA 23221

Name: \_\_\_\_\_

Email: \_\_\_\_\_

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**Core Curriculum Element:**

I. Internal Affairs: \_\_\_\_\_

II. External Affairs: \_\_\_\_\_

III. Exhibitions: \_\_\_\_\_

IV. Collections Management: \_\_\_\_\_

V. Education/ Outreach: \_\_\_\_\_

Date of Workshop: \_\_\_\_\_

Signature of Speaker: \_\_\_\_\_

**Program Summary**

On the reverse, or on a separate sheet, describe briefly what you learned in this workshop, and why you feel that you should receive credit toward your certificate.