



CERTIFIED CONNECTICUT MUNICIPAL
TAX COLLECTORS' COMMITTEE

John Rainaldi, CCMC, CCMA II, Ellington
Lisa A. Biagiarelli, CCMC, Norwalk
David Kluczowski, CCMC, Fairfield
Lisa Madden, CCMC, Windham
Beth Hamel, CCMC, Harwinton
Launa Goslee, CCMC, Torrington
Jennifer L. Gauthier, CCMA II, OPM

January 7, 2024

RE: CCMC Courses, spring 2024

The CCMC Committee will offer CCMC Courses for the spring 2024 term. Registration will open on January 11th. Changes to the courses or schedules may occur with little or no notice if deemed necessary by the CCMC Committee. All courses are subject to the usual registration requirements. We ask that everyone interested in attending a course review their schedule before registering. Do not register for a course if you are not certain you can attend.

Beginning January 11th, all course registrations must be made online at this link:

<https://ccmctax.org/registration/>

Tuition is \$300.00 per course for Courses I, II, III or IV; there is an additional \$100.00 printing fee for printed materials for Course I only; tuition is \$100.00 for the Precourse.

If you do not pay online, you may mail your tuition payment to: Lisa Madden, Clerk, CCMC Committee, c/o Town of Windham, 979 Main Street, Willimantic, CT 06226.

The course schedules are attached. Please feel free to contact the CCMC Committee or your course instructors if you have any questions or need anything. You may contact any of the CCMC Committee members, or the CCMC Course instructors if you have questions, or you may send an email to ccmcchair@gmail.com.

We wish you well. Thank you.

Sincerely,

John Rainaldi
CCMC Committee Chair

CCMC SPRING 2024 COURSE SCHEDULE

(Courses could change without notice, depending on enrollment and other circumstances) The final exam will be held at the last session in each course. All courses will be held at the Berlin Community Center, 230 Kensington Road, Berlin, CT 06037

Precourse: The Precourse will be held on Tuesday, February 6, 2024, from 9:30 AM to 4:00 PM. There will be a lunch break, students are advised to bring lunch. Instructors: Ana LeGassey and David Greaves.

CCMC Course I: Course I will be held on Tuesdays from 2:30 PM to 5:30 PM on the following dates: February 13; February 20; February 27; March 5; March 12; March 26; April 2; and April 9 (final exam). Note: Course I will not meet on Tuesday, March 19. Instructors: Launa Goslee and Carla Hamel.

CCMC Course II: Course II will be held on Wednesdays from 10:00 AM to 1:00 PM. Classes will be held on: March 27; April 3; April 10; April 17; April 24; May 1; May 8; and May 15 (final exam). Instructors: Peter Juszczynski and Beth Hamel.

CCMC Course III: Course III will be held on Wednesdays from 10:30 AM to 1:30 PM. Classes will be held on: February 7; February 14; February 21 (this session only will be a double session from 10:30 AM to 5:00 PM with a 30-minute lunch break); February 28; March 6; March 13; March 27; April 3; and April 10 (final exam). Note: Course III will not meet on Wednesday, March 20. Instructors: Lisa Biagiarelli and Lisa Madden.

CCMC Course IV: Course IV will be on Thursdays from 9:30 AM to 2:30 PM. Classes will be held on March 28; April 4; April 11; April 25; and Wednesday May 8 (final exam). Note: Course IV will not meet on Thursday, April 18, and class on April 25 and May 8 will be held from 9:30 AM to 12:30 PM. Instructors: David Kluczowski and J. Stacey Yarbrough.

Any students who do not pass the course final exam are eligible for one retake of the course final exam. The course instructors will determine the date of the exam retake for their course, there is no universal retake date this term. Scheduled Final exam dates cannot be rescheduled for any reason. Any student who misses the scheduled final exam or scheduled final exam retake for their course will have to wait until the fall 2024 to take or retake the exam.

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