



Authorization to Purchase Additional SUNY CPD and/or ITEC Points

This document authorizes how your campus will handle future points requests from the SUNY Center for Professional Development (CPD). The cost of each point is one dollar (\$1.00) per one point. The person signing this document commits the campus to pay the SUNY CPD for the total authorization.

Please let us know how you would like to handle any additional requests to use points by checking one of the options below:

_____ My campus will reject pending Points requests in the online Points application

_____ My campus will approve all authorized registrations in the online points application. Please invoice us at the fiscal year end.

Please use a separate form for CPD and ITEC Points:

_____ My campus will purchase \$ _____ additional CPD Points. Please fill out the payment box below.

OR

_____ My campus will purchase \$ _____ additional ITEC Points. Please fill out the payment box below.

Campus: _____

Authorized By: _____
Please print

Signature: _____

Date: _____

Method of Payment for the purchase of additional points:

_____ Campus Check / PO

_____ Journal Transfer

If you are a State operated campus, you **must** pay by **Journal Transfer**.

- NYS Account Number _____
- Journal Transfer Authorized Signature _____

Please email the completed form to the SUNY Center for Professional Development – SUNYPoints@suny.edu & cpdinfo@suny.edu

Thank you for your continued membership with the SUNY CPD!