

Name (First, Middle Initial, Last): _____

Job Title: _____ Company: _____

City: _____ State / Province: _____

Zip / Postal Code: _____ Country / Region: _____

Phone: _____ E-mail: _____

Select the credential(s) that you currently hold or are pursuing:

CFM FMP SFP

Select the credential(s) that you are currently studying for:

CFM FMP SFP

Please choose the credential(s) for which you are applying to be an IFMA Qualified Instructor:

CFM FMP SFP

Select the subject matter domains in which you hold particular expertise. This expertise should be outlined in one's resume via educational background, work history, affiliation and credentials.

Operations & Maintenance

Leadership & Strategy

Emergency Preparedness & Business Continuity

Real Estate & Property Management

Project Management

Communication

Environmental Stewardship & Sustainability

Human Factors

Finance & Business

Technology

Quality

Please email the following documents. Combine all documents for each category.

- **Current resume including your employment history and educational background:**
- **Additional supporting documentation validating your area of expertise:**
- **Two letters of recommendation from current FMP's, SFP's, CFM's or IFMA Fellows:**
- **Two references (name, company, email) from recent instructing engagements:**
- **List of courses you have taught as instructor-only, co-instructor roles (and candidates part), length of courses, topics, a summary of learning of objectives, number of participants, course sponsor and location of courses.**
- **Formal evaluations from past course instruction experiences. Evaluations should include co-teacher feedback, student feedback and course sponsor feedback.**

By clicking on 'I accept' below you are agreeing to the Terms and Conditions stated in the [Instructor Handbook](#). I accept.

Thank you for submitting your information. Please contact LaKeenya Conkleton-Owens (lakeenya.conkleton@ifma.org) if you have any questions.