



Dear Candidate:

Congratulations on your decision to sit for the Certified Professional Lease and Title Analyst Examination. You are aspiring to join those in our profession who have earned NALTA's highest recognition of professional knowledge, personal commitment, and ethical behavior. The CPLTA designation is validation of your place in this elite group of professional lease and title analysts.

On this website you will find a full copy of the Certification Program. Please take the time to read it now. Before applying, please become fully familiar with the requirements for sitting for the exam and retaining your certification.

You will also find the CPLTA Application Form and Sponsor Letter Form. Fill out the application completely, and attach a resume if helpful to evaluate your candidacy. Return the completed application along with your application fee (\$50 if you are a member of NALTA, or \$75 if not).

Please ask three people familiar with your work to fill out sponsor letters, and request they each send their responses directly to NALTA themselves. (Although not absolutely necessary, if possible one of your sponsors should be a current or former supervisor. As many of your sponsors as possible should be CPLTA's).

As soon as your application form, application fee and three sponsor letters are received by the Certification Committee, your name will be submitted for publication in the NALTA News so the membership can review and comment on your candidacy. After the required forty-five day publication period has passed, you will be authorized to sit for the exam. (You will still need to register with the local chapter or other NALTA group sponsoring the exam and optional review in advance of a testing event).

Please mail all your materials to:

NALTA
Attn: Certification Committee
PO Box 2605
Houston, TX 77252

NALTA wishes you every success in the examination. Should you have any questions, feel free to contact the Certification Committee Chairman, your local CPLTA Liaison, or your local Education Chairman.

Sincerely yours,

THE NALTA CERTIFICATION COMMITTEE

National Association of Lease and Title Analysts
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