



**INSTITUTE OF CERTIFIED FRANCHISE EXECUTIVES
ICFE RECERTIFICATION APPLICATION**

Mail or email application, CFE renewal documentation and Application Fee to: **Institute of Certified Franchise Executives**, 1900 K Street, NW, Suite 700, Washington, D.C. 20006.
Email: cfe@franchise.org.

Recertification fee: IFA Member \$295 Non-Member \$650

You may pay by credit card or check. Please make checks payable to Institute of Certified Franchise Executives (ICFE).



Application and Personal Data Statement. Please print or type all information.

Name _____ Title _____

Company _____ Address _____

City _____ State _____ Zip _____

Telephone _____ Email _____

IFA Member: Yes No

FRANCHISING EXPERIENCE – 300 credits

(100 credits per year for work experience in franchising field)

Company _____ Position _____

Dates _____ Total Years _____

Company _____ Position _____

Dates _____ Total Years _____

Company _____ Position _____

Dates _____ Total Years _____

PARTICIPATION – 500 credits

(Ex: IFA Membership, WednesdayWise webinars, etc. – see page 3 for reference)

EDUCATION – 400 credits

List ICFE-approved courses and/or attach supporting documentation:

Course/Date

PLEASE CONTINUE TO NEXT PAGE

Effective June 1, 2020



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I certify that the information contained in this Application for CFE renewal is true and correct in all material respects.

Signature _____ Date _____

PAYMENT: VISA MasterCard American Express Name on Card _____

Card Number _____ Exp. Date _____ CSC _____

Signature _____

Card Billing Address _____

ICFE CREDIT REFERENCE

(Intended solely as a general reference –subject to change – contact cfe@franchise.org to confirm)

Experience

Count 100 credits per year of franchise experience

Participation

[IFA Coronavirus: Webinar Series](#) – 50 credits per webinar

IFA, WFN Supplier Forum and FBN meetings – 50 credits per meeting

Committee involvement – 100 credits per year involved

[WednesdayWise webinars](#) – 50 credits per webinar

IFPG Webinars – 50 credits per webinar

[FranNet Webinars](#) – 50 credits per webinar

IFA Annual Convention – 100 credits

IFA Franchise Action Network Annual Conference (FAN) – 100 credits

IFE, Franchise Expo South, West Coast Franchise Expo – 50 credits

IFA membership – 100 credits for each year with an IFA member company

IFA Legal Symposium – 100 credits

Education

IFA Annual Convention – 300 credits

WFC Annual Leadership Conference - 100 credits

IFA Emerging Franchisor Bootcamp – 100 credits

ICFE Special Sessions – 200 credits each

IFA FRAN-GUARD™ Seminars (online and special sessions)– 300 credits

IFA Franchise Development Seminar – (one-day – 150 credits); (two-day – 300 credits)

IFA Legal Symposium – 300 credits

IFA/IBA Joint Symposium – 150 credits

IFA Franchise Development Workshop – 150 credits

IFA Franchise Operations Conference – 200 credits

IFA Franchise Marketing Innovation and Technology Conference (MitCon) – 300 credits

IFA Emerging Franchisor Conference – 300 credits

Online courses – credits vary

-[Franchise University at Tortal.net](#)

-[BeaconLive video-on-demand](#)

-[University of Louisville Franchise Management Certificate](#)

-[FranklinCovey Online Training](#)

-[Profit Soup](#)

Management 2000 - (one-day - 150 credits; two-day - 300 credits)

Georgetown Franchise Management Certificate Program - 675 credits per module

Franchise Update Multi-Unit Conference – 300 credits

Franchise Update Consumer Marketing Conference – 300 credits

Franchise Update Leadership & Development Conference – 300 credits

Franchise Times Restaurant Finance Conference – 300 credits

For more information contact:

Casey Mensinger, Manager, Development & Programs - cfe@franchise.org