

# National Model Railroad Association

---

[Home](#) :: [Achievement Program](#) :: [Association Official](#)

## Achievement Program

### Association Official

To qualify for the Association Official certificate, you must:

1. Have served in an office of President, Vice-President, Secretary, Treasurer, or Director, and have completed satisfactory service in one of the following:
  1. At least one year in office at the national level.
  2. At least two years in the office(s) at the regional level, of which one shall be Region President or Trustee.
  3. At least three years in the office(s) at the regional level, if other than Region President or Trustee.
  4. Division Superintendents or Directors who serve as voting members of the Region Board of Directors, either by election, appointment, or automatic by-law provision, shall be eligible for the certificate on the same basis as any other Region Board member (i.e. three years of service required).

"Satisfactory service" means that you actually performed the duties of your office, not just being elected and holding the title while doing nothing.

In some regions the President and the Trustee were the same person (The Region Trustee position was eliminated in January of 2005 when new NMRA Regulations were formally adopted by the BOD). In this case, that person would get credit for serving in both offices, which would mean that they would only require one year of service.

Sometimes there is a question about whether a particular office qualifies for "Association Official " or "Association Volunteer". In general, the test is: if holding an office makes you a voting member of the Region (or National) Board of Directors, then it counts toward "Official"; otherwise, it counts toward "Volunteer".

However, you may receive "Volunteer" credit for holding an office that would otherwise qualify for "Official" as long as you are not claiming credit for "Official" at the same time. For example, if someone were to serve as Division Superintendent for 5 years (and that being Superintendent made them a voting member of their Region 's Board of Directors). They could use the first three years of their term to qualify for the "Association Official" certificate, and the remaining two years to qualify to 24 months worth of "Association Volunteer" points.

2. Must submit a Statement of Qualification (SOQ) listing the offices held with dates (which must be a matter of public record), and containing the signature of a qualified witness to the record (usually the Region President or Secretary).

Further Information

Contact National Achievement Program General Manager, Paul Richardson, MMR [achiev@hq.nmra.org](mailto:achiev@hq.nmra.org), or your [Region or Division Achievement Program Manager](#) for more information.

Also refer to the article "[Achievement Program Skills and Service Awards](#)", NMRA Bulletin, September, 1992.

Forms available for this category:

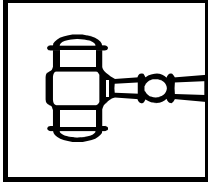
- SOQ Form: [PDF](#)
- Record and Validation Form: [PDF](#)

---

Copyright (c) 1995-2012 National Model Railroad Association. All Rights Reserved.

Last Updated: Tuesday July 01, 2008

National Model Railroad Association, Inc.  
4121 Cromwell Rd., Chattanooga, TN 37421  
Phone: (423) 892-2846 - Fax: (423) 899-4869  
[Email Contact List](#)



# ACHIEVEMENT PROGRAM ASSOCIATION OFFICIAL STATEMENT OF QUALIFICATIONS FORM May 2006

page 1 of 2

Member's Name: \_\_\_\_\_ NMRA #: \_\_\_\_\_ Exp: \_\_\_\_\_

Street: \_\_\_\_\_ City: \_\_\_\_\_ State/Prov: \_\_\_\_\_

ZIP/PC: \_\_\_\_\_ Country: \_\_\_\_\_ NMRA Region: \_\_\_\_\_

Date Submitted: \_\_\_\_\_ E-Mail: \_\_\_\_\_ Phone: \_\_\_\_\_

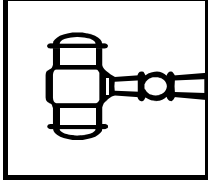
**To qualify for this certificate you must:**

1. Serve in an office of President, Vice President, Secretary, Treasurer, Trustee or Director and have completed satisfactory service in one of the following:

- At least one year in the office at the National level.
- At least two years in the office(s) at the Regional level, of which one year shall be that of Region President or Trustee (the Trustee position was eliminated in January of 2005 with the new regulations)
- At least three years in the office(s) at the Regional level if other than that of Region President or Trustee.
- Division Superintendents or Directors who serve as voting members of the Regional Board of Directors, either by election, appointment or automatic by-law provision shall be eligible for the Certificate on the same basis as any other Regional Board member.

2. Submit a completed Statement of Qualifications (SOQ) listing the offices held with dates (which must be a matter of record) and containing the signature of a qualified witness to the record (usually the Region President or Secretary).

POSITION HELD	FROM	TO	LEVEL N - National R - Regional D - Divisional	VERIFIED BY	NMRA#



**ACHIEVEMENT PROGRAM  
ASSOCIATION OFFICIAL  
STATEMENT OF QUALIFICATIONS FORM  
May 2006**

page 2 of 2

**Member's Statement and Agreement:**

I certify that I have completed all of the requirements for this Certificate of Achievement as listed above and that I will agree to assist other members in this subject whenever possible, whether or not they are participants in the Achievement Program.

NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_

**Certification of Regional Achievement Program Chair**

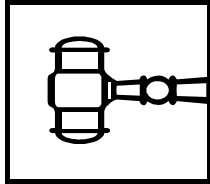
As the NMRA Regional Achievement Program Chair of the \_\_\_\_\_, I certify that I have examined this SOQ and, having compared it to the stated requirements for this certificate, I am satisfied that the stated requirements have been met.

NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_

Region Cert #: \_\_\_\_\_

**Approval by AP National Executive Vice-Chair**

NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_



# ACHIEVEMENT PROGRAM ASSOCIATION OFFICIAL RECORD AND VALIDATION FORM May 2006

PLEASE ATTACH THIS FORM TO A COMPLETED STATEMENT OF QUALIFICATIONS (SOQ) FORM.

Member's Name: \_\_\_\_\_

NMRA #: \_\_\_\_\_

Date Submitted: \_\_\_\_\_

Region: \_\_\_\_\_

To qualify for this certificate you must:

1. Serve in an office of President, Vice President, Secretary, Treasurer, Trustee or Director and have completed satisfactory service in one of the following:

- At least one year in the office at the National level.
- At least two years in the office(s) at the regional level, of which one year shall be that of Region President or Trustee (the Trustee position was eliminated in January of 2005 with the new regulations)
- At least three years in the office(s) at the regional level if other than that of Region President or Trustee.
- Division Superintendents or Directors who serve as voting members of the Regional Board of Directors, either by election, appointment or automatic by-law provision shall be eligible for the Certificate on the same basis as any other Regional Board member.

2. Submit a completed Statement of Qualifications (SOQ) listing the offices held with dates (which must be a matter of record) and containing the signature of a qualified witness to the record (usually the Region President or Secretary).

POSITION HELD	FROM	TO	LEVEL N - National R - Regional D - Divisional	VERIFIED BY	NMRA#

PLEASE ATTACH THIS FORM TO A COMPLETED STATEMENT OF QUALIFICATIONS (SOQ) FORM.

REGIONAL AP CHAIR: \_\_\_\_\_ REGION: \_\_\_\_\_ DATE: \_\_\_\_\_