



Healthcare Collection Manager (HCM) Capstone Application

ACA International Member Services 4040 W. 70th Street, Minneapolis, MN 55435
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Please complete and return this application with payment to ACA Member Services. After processing, ACA emails you the short-answer Capstone Assignment to be completed and submitted back to ACA electronically. Thank you for your commitment to professionalism and success in the credit and collection industry.

1. APPLICANT INFORMATION

Applicant Name: _____ Applicant ID (if known): _____

Applicant Email: _____ Your Direct Phone _____

Company Name: _____ Company ID: (if known): _____

2. COURSE VERIFICATION *Please indicate when all requirements were completed. ACA may request documentation.*

Requirement	Date	Requirement	Date
Ethical and Professional Collections		Data Security and Privacy I	
Healthcare Collection Management: Advanced topics for the HCM designation			

3. PAYMENT DUE WITH APPLICATION *Please do not email credit card data. Phone in or send a secure fax.*

ACA Member Exam Fee \$99.00 Non-Member Exam Fee \$198.00

Check *(payable to ACA International)* **OR Credit Card**

Visa **Mastercard** **American Express**

Account #: _____ **Exp:** _____ **CVC:** _____

Name on Card: _____

Signature: _____

ADDITIONAL INFORMATION

ACA verifies each candidate's academic record to confirm completion of all designation requirements prior to emailing the Capstone Assignment Form. Upon notification that your Capstone Assignment Form has been accepted, successful candidates will be able to view and print certificates by logging in at www.acainternational.org and navigating to My ACA > Profile > Certificates *OR* My Digital Badge(s).