

**Registration Form**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name of School Division: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade Level: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Have you attended an institute with us before? YES NO**

**Would you like to be notified via email of any upcoming institutes? YES NO**

**Please select the appropriate option:**

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| --- | --- |
| **Reclaiming the Heart & Joy of Writing** |  |
| General Registration Fee (deadline June 30, 2018) $470 + GST |  |
| \*Group Registration Fee (deadline June 30, 2018) $450 + GST |  |

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| --- | --- |
| **Building a Thinking Classroom**  |  |
| General Registration Fee (deadline August 30, 2018) $150 + GST |  |

**Refund Policy:**

* If a registrant is unable to attend for any reason, they may substitute, by arrangement with the registrar, someone else from the same institution/organization.
* Where the registrant is unable to attend, and is not in a position to transfer his/her place to another person, then the following refund arrangements apply:
	+ Registrations cancelled more than 60 days prior to the event start date will be refunded 80% of their registration fees.
	+ Registrations cancelled less than 60 days, but more than 30 days prior to the event start date will be refunded 50% of their registration fees.
	+ Registrations cancelled less than 30 days prior to the event start date will not be eligible for a refund.

**I have read and understand the refund policy. Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**