

IPA Professional Development

Workshop Registration

Workshop Times:

8:30am – 9:00am.....Sign-In/Audio Test
9:00am - 12:00pm.....Session



RETURN TO:
Illinois Principals Association
2940 Baker Drive
Springfield, IL 62703
Workshop Tel: 217-391-0848
Workshop Fax: 217-391-0849
beth@ilprincipals.org

****Registration must be received by IPA at least 7 days prior to the workshop date.**

Workshop Fees: (check one)

\$170 IPA Members

Note for Teachers and Non-Administrative Staff:

You may attend at the IPA Member rate if building administrator is a member. Building administrator name must be written on the provided line on the form to receive the member rate.

\$75 Retired Members

\$245 Non-Members

Dates and Locations: (check one)

Thursday, February 11, 2010, Online
1001interviewing-1

PLEASE COMPLETE ENTIRE FORM BY PRINTING LEGIBLY IN THE FIELDS BELOW

****Note: Please submit a separate registration form for each attendee****

Workshop Title: [Improving Teacher Selection Through Better Interviewing – an online course](#)

Note for Teachers and Non-Administrative Staff: Building administrator's name must be written below to receive member rate.

IPA ID # _____ (ID # is found above your name on the mailing label. If you do not have an ID #, leave this blank.)

Name (required) _____ Job Title _____

E-mail (required for confirmation) _____

District Name and # _____ County _____

School _____

Address _____

City _____ Zip Code _____

Phone _____ Fax _____ Cell _____

Gender (optional) Male Female

Ethnicity (optional) African American Asian Caucasian Hispanic Native American Other _____

Payment Information REQUIRED to process registration:

Check # _____ (Please include a copy of completed form with your check made payable to: Illinois Principals Association)

Purchase Order # _____

Visa MasterCard Discover (check one)

Credit Card # _____ Exp. _____ Signature _____

Return to: Illinois Principals Association, 2940 Baker Drive, Springfield, IL 62703, Fax (217) 391-0849. Registrations **WILL NOT** be accepted over the phone. Substitutions for workshops may be made at any time with notice to the IPA, provided that such substitution is during the same fiscal year. Registration cancellations must be made at least five days prior to a workshop to receive a full refund. Alternatively, the registrant may have the full amount of the workshop applied to another workshop within the same fiscal year. Cancellations within five business days will be assessed a \$50 service charge. Individuals who do not cancel their registration and are not in attendance are responsible for **FULL PAYMENT**. All cancellations and substitutions must be received in writing and **WILL NOT** be accepted over the phone. No refunds will be granted for cancellations requested on the day of the workshop. All billing will be done through the district office unless otherwise requested. The IPA reserves the right to cancel or reschedule workshops at any time. In the event of cancellation or rescheduling, members may either request a full refund or have the registration fee applied to another IPA conference, workshop or event.