

2017-2018

IPA PROFESSIONAL DEVELOPMENT PROGRAMS

ACADEMY REGISTRATION

ONSITE Workshop Times

8:00am – 8:30am Check In/ Breakfast
 8:30am – 12:00pm Session
 12:00pm – 12:45pm Lunch
 12:45pm – 3:30pm Session
 3:30pm – Adjourn

ONLINE Workshop Times

1 Day AM
 9:00am – 12:00pm

View Professional Development and Registration Details at www.ilprincipals.org



RETURN TO Illinois Principals Association

2940 Baker Drive
 Springfield, IL 62703

Workshop Tel: 217-391-0848

Workshop Fax: 217-391-0849

Email: workshops@ilprincipals.org

\$194 IPA Members

Non-Administrative Staff and Teachers Only: 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.

\$89 Retired IPA Members

Group discounts available for 3 or more attendees. Contact Beth at 217-391-0848.

\$275 Non-Members*



WE DO NOT ACCEPT REGISTRATIONS AFTER 12PM THE DAY BEFORE THE EVENT. THANK YOU FOR YOUR UNDERSTANDING.

AA Credit Policy

In order to receive Administrator Academy credit, the Illinois State Board of Education requires attendance during the entire workshop. Individuals arriving late or leaving early, for any reason, are not eligible for Academy credit.

Workshop Title _____

Date of Workshop _____ Location _____

Price _____

Code (office use only) _____

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

Name (required) _____ Job Title _____

E-mail (required for confirmation) _____

District Name and # _____ County _____

School _____

Address _____

City _____ Zip Code _____

Phone _____ Fax _____ Cell _____

Illinois Educator Identification Number (required for Administrator Academy credit) _____

Gender (optional) Male Female

Check here if you require special accessibility

PAYMENT INFORMATION REQUIRED TO PROCESS REGISTRATION FORM:

If you are paying by credit card consider registering online at www.ilprincipals.org to save 5%.

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

Purchase Order # _____ Billing Address: _____

Visa MasterCard Discover American Express

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.

Cancellations. All registration changes must be received in writing by the IPA. An individual who is registered for an IPA event and who is unable to attend may: (1) send another individual in his or her place incurring no service charge; (2) receive credit in the amount of the event which is good for all IPA events and merchandise; or (3) receive a refund. Credits and refunds will be issued as follows: if written notice is received more than five business days prior to the event, the refund or credit amount will be subject to a \$25.00 service charge. If notice is received within five business days, a \$50.00 service charge will be assessed. Individuals who do not cancel their reservation and are not in attendance are responsible for full payment. 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. All credits for events and merchandise expire each June 30.