

# CASP CONFERENCE REGISTRATION FORM

College Academic Support Programs

Oct 13-15, 2010

**Please download/print form, complete and mail or fax to the Treasurer**

Last Name	First Name	MI	Email
Institution		Title/Position	
Mailing Address		City	State      Zip Code
Work Phone	Fax		Emergency Phone

## CONFERENCE ROSTER PERMISSION

I hereby give CASP permission to include the above information in the CASP roster distributed to all participants

Yes       No

### Request for Conference Volunteers

- I am willing to serve as a moderator/ chairperson for a concurrent session
- I am willing to serve as a volunteer to help, as needed

### I am a current member of:

- College Reading and Learning Association (CRLA)
- National Association for Development Education (NADE)

## FOOD FUNCTION TALLY

***(Cost included in Registration Fee)***

- I plan to attend the opening reception on Wednesday
- I plan to attend the luncheon on Thursday
- I plan to attend the breakfast on Friday

## SPECIAL ACCOMODATIONS

- I am requesting vegetarian meals
- I am requesting special accommodations (please specify below)

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## PLEASE CHECK ALL THAT APPLY

- |   |  |
|---|--|
| <input type="checkbox"/> First Time Attendee        | <input type="checkbox"/> First Time Attendee |
| <input type="checkbox"/> Institute Presenter        | <input type="checkbox"/> Site Committee      |
| <input type="checkbox"/> National Officer CRLA/NADE | <input type="checkbox"/> THECB Staff         |
| <input type="checkbox"/> Past President TxCRLA/TADE | <input type="checkbox"/> CASP Board Member   |

## IMPORTANT REGISTRATION INFORMATION POLICIES

**Register Early** - Payment must be made in order to receive conference materials. Before you give the registration form to your institution's Business Office for processing, please send CASP a copy of the conference registration and fees. This is for your protection, as many registrations are delayed for weeks at the institution before we receive them. Be sure to send an actual copy of the Agency Purchase Order (APO) as soon as it is available. An APO number without an actual Agency Purchase Order form will not suffice. Federal Employment ID number (FEIN): 27-0599679

If Registration Payments are received after October 4<sup>th</sup>, you will need to register on-site.

**Please note: Participants will be unable to attend unless payment has been received. If payment has not been received, participants will be asked to submit a personal check to the registrar on-site prior to receiving conference materials.**

**Refund Policy** - Due to CASP's contractual commitment to the hotel, cancellations postmarked after September 20, 2010 will incur a \$25 cancellation fee. Cancellations postmarked after October 4, 2010 will require forfeiture of all fees. Refund checks, if any, will be issued after the conference.

**For questions/concerns regarding this form, please contact:**

**Olga Thurman, Registrar**

**(915) 831-2740**

**[othurman@epcc.edu](mailto:othurman@epcc.edu)**

Last Name	First Name	Institution

### PRE-CONFERENCE INSTITUTES

All Pre-Conferences to be held Wednesday, October 13, 2010  
 (Please check each session you plan to attend by placing a number 1 next to each fee)

#### Full Day Sessions

1. NADE Certification Training \_\_\_\_\_\$245\*  
 (with Linda Thompson and Jane Neuberger) \_\_\_\_\_\$295\*  
 Time: 8:30 am – 4:30 pm (with Training Manual)
2. Accelerated Learning \_\_\_\_\_\$145\*  
 (with Gail Heidenhain)  
 Time: 8:30 am – 4:30 pm

\*Please Note: Fee includes breakfast, lunch, and snack

#### Morning Sessions

3. The Bio-Psychology of Vision: \_\_\_\_\_\$35  
 Developing Self-Motivated Learners  
 (with Jose Baltazar)  
 Time: 8:30 am – 10:30 am
4. Teaching and Learning with Technology \_\_\_\_\_\$35  
 (with Essie Childers)  
 Time: 8:30 am – 10:30 am
5. CRLA Tutor Program Certification \_\_\_\_\_\$35  
 (with Olga Thurman)  
 Time: 9:00 am – 11:00 am

#### Afternoon Sessions

6. Tutor Training \_\_\_\_\_\$45  
 (with Russ Hodges)  
 Time: 1:00 pm – 4:00 pm
7. CRLA Mentor Program Certification \_\_\_\_\_\$35  
 (with Sue Brown)  
 Time: 2:00 pm – 4:00 pm
8. Mad Dog Math \_\_\_\_\_\$35  
 (with Denise Lujan)  
 Time: 2:00 pm – 4:00 pm
9. TEA and Early College High School \_\_\_\_\_\$35  
 (with Sue Henderson)  
 Time: 2:00 pm – 4:00 pm

#### TOURS

- Tour #1 \_\_\_\_\_\$45  
 Historical Tour of Old Mesilla  
 Time: 1:00 pm – 5:30 pm  
 Date: Wednesday, October 13, 2010
- Tour #2 \_\_\_\_\_\$15  
 Sunland Park Casino Night  
 (Dinner buffet and shuttle included)  
 Time: Starts at 6:30 pm  
 Date: Thursday, October 14, 2010

**Institutes and Tour Total: = \$ \_\_\_\_\_**

### CASP 2010 REGISTRATION FEES

	Postmarked on/before 9/20/2010	Postmarked on/before 10/4/2010	on-site Registration
Registration	___\$190	___\$225	___\$250
Student Rate	___\$50	___\$50	___\$50
Guest ticket for opening reception	\$35 x _____ = \$ _____		
Guest ticket for luncheon	\$35 x _____ = \$ _____		
Guest ticket for breakfast	\$35 x _____ = \$ _____		
			Total: = \$ _____

**Registration fee includes opening reception, 1 breakfast meal, 1 luncheon meal, conference materials, snack, and membership in TxCRLA and TADE**

### REGISTRATION FEE SUMMARY

Conference Registration Fee	\$ _____
Pre-Conference Institutes (optional)	\$ _____
Tour #1 \$45 (optional)	\$ _____
Tour #2 \$15 (optional)	\$ _____
Additional Guest Tickets (optional)	\$ _____

**Total Due (Payable to CASP) \$ \_\_\_\_\_**

(Federal Employment ID Number (FEIN): 27-0599679)

### PAYMENT METHOD

(Please ensure you have completed both the conference registration and the conference fee forms)

#### Make checks payable to: CASP 2010

**Credit Card:** American Express Discover  
 (Circle one) MasterCard Visa

Account #: \_\_\_\_\_

Verification Code#: \_\_\_\_\_

Expiration Date: Month \_\_\_\_\_ Year \_\_\_\_\_

Billing Address: \_\_\_\_\_

#### MAIL PAYMENT AND COMPLETED FORMS TO:

Gladys R. Shaw, Treasurer  
 The University of Texas at El Paso Tel: (915) 747-7411  
 500 W. University Ave Fax: (915) 747-8105  
 Union Bldg - West, Rm. 203 Email: [grshaw@utep.edu](mailto:grshaw@utep.edu)  
 El Paso, TX 79968

**Credit card payments may be faxed**