

# Discussion Builders Workshop Registration Form



## Overview

Full details available from [WestEd.org/mpp](http://WestEd.org/mpp).

<b>Dates:</b>	August 18, 2011
<b>Time:</b>	9:00am–3:00pm
<b>Location:</b>	WestEd, 300 Lakeside Drive Floor 25, Oakland, CA 94612
<b>Instructors:</b>	Alma Ramírez & José Franco, <i>Math Pathways &amp; Pitfalls</i> Co-Directors
<b>Materials:</b>	<i>Math Pathways &amp; Pitfalls Discussion Builders</i> poster and guide, workshop handout
<b>Included:</b>	Morning coffee and lunch

## How to Register

<b>Paperwork:</b>	Fill out each part of the registration form: <ol style="list-style-type: none"><li>1. Complete Registration Information</li><li>2. Provide Payment Information</li><li>3. Read and sign Terms of Agreement</li></ol>
<b>Payment:</b>	Payment (PO, check, or credit card) must be submitted with registration(s).
<b>Discounts:</b>	Teams of 3 or more qualify for a discount if all registrations and payments are submitted together.  Registrations and payments postmarked by June 28 qualify for a discount.
<b>Submission:</b>	Registrations are accepted as received until institute is filled, or until July 26.  Postmark <b>early</b> registration(s) and payment by <b>June 28, 2011</b> . Postmark <b>regular</b> registration(s) and payment by <b>July 26, 2011</b> .  <b>Mail or FAX to:</b> WestEd, Math Pathways & Pitfalls 300 Lakeside Drive, 25 <sup>th</sup> Floor Oakland, CA 94612 FAX: 510.302.4242
<b>Confirmation:</b>	Confirmation will be sent by email and/or mail.
<b>Questions?</b>	Contact Kate Darling at <a href="mailto:kdarlin@wested.org">kdarlin@wested.org</a> or 510.302.4253 regarding registration.

**1**

## Registration Information

- I'm registering as an individual
- I'm registering as part of a team of \_\_\_\_\_ members (at least 3)  
Each member must complete sections 1, 2 and 3. Submit registrations and payment together.

**My Teammates are:**

_____	_____
_____	_____
_____	_____

\*\*Registration will be confirmed by email and/or mail.

**Materials:** I request the following grade level for the one *Discussion Builders* poster and teaching guide that I will receive at the workshop.

- Grades K-1
- Grades 2-3
- Grades 4-8

**Tell us about yourself:**

\_\_\_\_\_  
Name

\_\_\_\_\_  
School

\_\_\_\_\_  
District

\_\_\_\_\_  
Role as an educator

\_\_\_\_\_  
Years experience in education

\_\_\_\_\_  
Email (print CLEARLY)

\_\_\_\_\_  
Do you check email regularly? (Y/N)

\_\_\_\_\_  
Home Phone

\_\_\_\_\_  
Work Phone

\_\_\_\_\_  
FAX

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

\_\_\_\_\_  
Special Needs (dietary, mobility, etc.)

\_\_\_\_\_  
How did you learn about this event?

**2**

**Payment Information**

Registration Type	Quantity	(postmark by June 28)	(postmark by July 26)	Total Due
		Early	Regular	
<input type="checkbox"/> Individual registration	1	\$325 each	\$350 each	\$ _____
<input type="checkbox"/> Team registration (3 or more)	_____	\$275 each	\$300 each	\$ _____
<b>Total amount enclosed:</b>				<b>\$ _____</b>

**Payment Method**

- Purchase Order .....(Payable to WestEd/MPP; Federal Tax ID# 94-3233542)
- Check .....(Payable to WestEd/MPP)
- Credit Card.....(Complete form below)

Credit Card Number	Expiration Date: MM/YYYY	Security Code
Billing Address: Street	City	State
Name on Credit Card (PRINT)	Signature to Authorize Payment	

**3**

**Terms of Agreement**

Each applicant must sign that he or she has read and agrees to the following terms:

**1.0 Fees**

The per-participant fee is to be paid in advance by purchase order, check, or credit card. Early registration must be postmarked by June 28, 2011 and include all registration forms and full payment. Regular registration must be postmarked by July 26, 2011 and include all forms and full payment. The fee includes workshop participation on August 18, 2011, from 9:00am to 3:00pm; one *Discussion Builders* poster and teaching guide at your requested grade level; morning coffee and lunch. Additional posters are available for purchase from [www.WestEd.org/mpp](http://www.WestEd.org/mpp).

**2.0 Cancellation Notice/Refund Policy**

Refunds are offered only in the cases of insufficient registration or emergency. In the case of cancellation due to insufficient registration, applicants will be informed two weeks before the workshop and payment will be returned in full. Call 510.302.4253 prior to the workshop to discuss cancellation due to emergency.

**3.0 Intellectual Property**

The copyright to all *Math Pathways & Pitfalls* and *Discussion Builders* materials is held by WestEd; these materials may not be photocopied or reproduced in any way.

**4.0 Professional Development**

The *Discussion Builders* Workshop is NOT a training of trainers. As a participant in the *Discussion Builders* Workshop, you may NOT use these materials to provide professional development to others.

I have read and agree to the above terms.

Name (PRINT)	
Signature	Date