**Registration Form**

**The Equitable Assignment Challenge**

2 Assignments. 1 Course. 1 Quarter

**Train-the-Trainer**

February 20 & 21, 2019

Semiahmoo Resort, Blaine, WA

**E-MAIL YOUR REGISTRATION FORM BY FRIDAY, JANUARY 11, 2019**

**TO jeclark@sbctc.edu**

Name:

College:

E-mail Address:

\_\_\_ I will attend the entire training & need lodging both August 19 & 20 **[$500 registration fee waived]**

\_\_\_ I will attend the entire training but **do** **not** need lodging **[$200 registration fee waived]**

**Registration & What is Included** - Registration includes meeting materials, two night’s lodging [Feb 19 & 20], and 4 meals - 2 breakfasts and 2 lunches. SBCTC staff will make all lodging reservations & provide attendees with a confirmation number.

As an investment, SBCTC ATL is covering the full cost of your registration. Therefore, we respectfully request that should you register, please make every effort possible to avoid late arrival or an early departure.

**Dietary Accommodations** - Indicate below if you have any special dietary needs. Reasonable accommodations for persons with disabilities will be provided if requests are made at least 10 days prior to the event. Efforts will be made to accommodate late requests.

**Cancellation Policy** - SBCTC ATL is covering the full cost of your registration. If we receive cancellations after January 21, SBCTC is still responsible for the full cost (approximately $500 per person for overnight guests and $200 for non-overnight guests). **Please let your campus contact know as soon as possible if you are unable to attend so an alternate might be able to take your place.**

**Start/End Time** - To aid in making your travel plans, the retreat will start with breakfast at 8:00am on February 20 and end at 3:00 pm on February 21.

A confirmation & additional details will be emailed prior to the event.

**The space & number of overnight rooms is limited.**

**Registrations will be accepted on a first-come, first-serve basis.**