REFUNDS AND CANCELLATIONS

Registrations are transferable but not refundable. The University of Southern Mississippi reserves the right to cancel any program for which minimum enrollment is not met prior to the program’s beginning date. If a program is cancelled, participants will be notified, and the full registration fee will be refunded. The University of Southern Mississippi reserves the right to postpone programs, limit enrollment, split or combine programs, change instructors or change locations.

The Children’s Center’s seminars and workshops are designed to help professionals working with young children with disabilities achieve improved performance. Our staff strives to keep abreast of current research and methodologies, providing programs to participants that make a difference in their practice. If for any reason a participant is not satisfied with the program, the participant shall notify the registrar of their intent to withdraw prior to the first morning break, turn in course materials and receive 100% refund, if applicable.

Should a participant have any concerns or complaints during or after the course, he/she may bring those to the attention of the CE coordinator and/or director of The Children’s Center for Communication and Development by completing the course evaluation. Depending on the nature of the complaint, The Children’s Center will try to resolve said complaint to the best of its ability. All complaints and suggestions will be noted for future course offerings.

Professional Conduct and Nondiscrimination Policies: The Children’s Center for Communication and Development will ensure that course instructors demonstrate high standards of professional conduct and will not discriminate against course participants on the basis of gender, age, socioeconomic or ethnic background, sexual orientation or disability.

Financial and Nonfinancial Disclosure Statements: All presenters/instructors are staff of The Children’s Center for Communication and Development at The University of Southern Mississippi. Financial Disclosure: All staff receive a salary from The Children’s Center for Communication and Development. Nonfinancial: No relevant nonfinancial relationships exist.
REGISTRATION FORM

Seating is limited. Registrations after Monday, November 2, 2015, will be available on site as seating permits.

Name __________________________
Organization __________________________
Position __________________________

Address __________________________________________________________________

City ______________________________ State _________ Zip____________________

Home Phone ________________________ Work Phone ___________________________

Cell Phone __________________________ Fax __________________________________

Email ____________________________________________________________________

Do you prefer to receive your confirmation letter by mail___ email___ fax___?

REGISTRATION FEES: $50

CEUS (ONLY ONE CAN BE AWARDED)

EDUCATORS CEUS: $20 PAY ONSITE

ASHA CEUS: NO CHARGE

Total Enclosed: _________________

METHODS OF PAYMENT

[ ] Check  [ ] Money Order  [ ] VISA  [ ] MasterCard  [ ] Purchase Order

If paying by check or asking for tax-exempt status, the check and/or tax-exempt status proof must be mailed to the hotel at least two weeks prior to arrival.

Courtyard by Marriott: 601.268.3050 ($99 plus taxes and fees; book by October 27, 2015)

SPECIAL ACCOMMODATIONS (ADA COMPLIANCE)

If a participant has a disability that qualifies under the Americans with Disabilities Act and requires accommodations, the participant should contact Dianne King with the Southern-Regional Educational Service Agency (S-RESA) by phone at 601.266.6921 at least two weeks prior to the conference.