



# Register for the NCSL Fall 2012 Conference

November 1-4, 2012 • Lake Buena Vista, FL

Registration fees include keynotes, workshops, materials and handouts for sessions you attend, opening night reception, three breakfasts, and two lunches.

## Conference Per Person Fees:

	Postmarked on or before these dates			
	7/31/12	9/11/12	10/16/12	On-Site Rate*
1 to 5 people	\$469 ea.	\$529 ea.	\$549 ea.	\$569 ea.
6 to 10 people	\$469 ea.	\$519 ea.	\$539 ea.	\$569 ea.
11 to 15 people	\$469 ea.	\$509 ea.	\$529 ea.	\$569 ea.
16 or more people	\$469 ea.	\$499 ea.	\$519 ea.	\$569 ea.

All registrations from an institution must be submitted together to qualify for discount.

There is limited space for on-site registrations. Please call in advance: 800-206-4805 ext. 1.

## Optional Programs

### 1) Certified Student Leader Program: \$129 with advance registration; \$149 on-site

This optional program occurs within the regular conference schedule.

### 2) Advisors Pre-Conference Program: \$149 with advance registration; \$169 on-site

This program takes place on Thursday, March 29, 2012, from 9:00 a.m. to 12:00 p.m.

## 4 Ways to Register

1. Online: [www.ncslcollege.com/fall/registration](http://www.ncslcollege.com/fall/registration)
2. Mail your completed registration form to:  
NCSL  
2718 Dryden Drive  
Madison, WI 53704
3. Fax your completed registration form to: 888-936-4400
4. Email your completed registration form to: [support@ncslcollege.com](mailto:support@ncslcollege.com)

### How to receive the discount for multiple Registrations.

To qualify for the discount, a registration form for each individual attending must be completed and submitted together. If you're not sure who will be attending, write "To Be Named" in the name field, and notify us when you have the information.

### Why do we need your email address?

All participants receive updates via email as the conference date approaches. You will also receive a link to the conference evaluation survey when the conference ends. NCSL will never rent or sell your email address.

### Questions?

Call NCSL Customer Service at 800-206-4805, ext. 1.

**Registration form on next page.**

# NCSL Registration Form

A completed registration form is required for each participant. All fields are required. Print and submit one form for each participant.

All registrations from an institution must be submitted together to qualify for multi discount.

## 3 Steps to Register

### 1. Billing Information - REQUIRED (To be completed by the individual responsible for payment.)

I am registering a group and will complete this section only once.

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Title: \_\_\_\_\_

Institution: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Country: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

(Required to process registration)

### 2. Attendee Information

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Title: \_\_\_\_\_

Campus Group or Department: \_\_\_\_\_

Email : \_\_\_\_\_  
(Required to process registration)

Nickname/Badge Name: \_\_\_\_\_

**American with Disabilities Act:** Specify accessibility accommodations that meet ADA regulation: \_\_\_\_\_

**Vegetarian:**  Yes  No Note: Requests must be received one week prior to the conference.

### 3. Pricing & Payment (Pre-payment is required on all international registrations.)

Registration Fee:.....\$ \_\_\_\_\_

Optional Certified Student Leader® program: \$129 (\$149 on-site).....\$ \_\_\_\_\_

Optional Advisors Pre-Conference program: \$149 (\$169 on-site).....\$ \_\_\_\_\_

TOTAL in U.S. Dollars:.....\$ \_\_\_\_\_

**Payment Options:** (All registrations not paid by conference date are subject to a 1.5% service fee per month, 18% per annum)

Check payable to NCSL is enclosed

Bill Me (Federal ID # 39-1286980) - PO# (optional) \_\_\_\_\_

Charge my credit card:

MasterCard  Visa  American Express  Discover

Credit Card #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Signature (required for credit card registrations): \_\_\_\_\_

Charge will appear as Magna Publications, Inc.

**X Signature:** \_\_\_\_\_

I agree to the terms outlined at right.

**Attendee or advisor signature required to process registration.**

November 1-4, 2012  
Lake Buena Vista, FL

Buena Vista Palace • Lake Buena Vista, FL

### How did your school hear about the NCSL 2012 Fall Conference?

Brochure

Email

Flyer

Staff Administrator

Web Search

Other \_\_\_\_\_

### Cancellation Policy:

Full refunds will be given for cancellations received by September 11, 2012. Cancellations received after this date are subject to a \$150 service charge per person. Cancelling a registration after October 16, 2012 will require payment of the full registration fee. Persons who sign up for the conference but do not attend will be charged the full registration price. Substitutions or name changes can be made at any time. All cancellations must be received in writing. You can also email your cancellation notice to [ncslsupport@magnapubs.com](mailto:ncslsupport@magnapubs.com). Include 'Cancellation for NCSL Fall 2012' in the subject line of the email.

**Substitutions or name changes may be made at any time.**

### Please Read and Sign

The "Conference Management" (Magna Publications, Inc., its officers, directors, agents, and employees) shall not have any responsibility or liability for personal injury en route to and from the NCSL conference or at any time on site. Conference Management shall not have responsibility of liability for unsafe or illegal acts of the hotels, suppliers, entertainers, tour operators, and airlines that are directly or indirectly involved with the conference. Attendees who purchase non-refundable airline tickets do so at their own risk. I agree that any photos or videos taken of me may be used for NCSL promotional purposes or resale. The total amount of any liability of the Conference Management will be limited to a refund of the attendance fee.