

Registration

Please send the completed form to Shelley Bacik (see below for form submission instructions) - you will be registered for the conference upon receipt of your payment (see below for payment methods and instructions).

Form Submission and Payment Process

Electronically

Complete the form, including credit card or UW Flexfield information.

With a configured email client (eg. Microsoft Outlook, Mozilla Thunderbird, etc.), the completed form could be submitted using the 'Submit by Email' button. Once the 'Submit by Email' button is clicked, a compose mail window from your email client will open with the 'To', 'CC', and 'Subject' fields already filled along with the form attached. Send the email to submit the form.

If the 'Submit by Email' button does not open a compose mail window, then the form could be saved using the 'Save Form' button and emailed to Shelley Bacik at sbacik@uwaterloo.ca using webmail (eg. Hotmail, Gmail, etc.) or faxed to (519) 888-9806.

By Mail

Complete the form, including either a cheque*, or your credit card or UW Flexfield information and mail to:

Centre for Teaching Excellence (CTE)
University of Waterloo
200 University Ave. W., LIB 328
Waterloo, ON N2L 3G1
Attention: Shelley Bacik

* Please make cheques payable to: University of Waterloo.

Cancellation Policy

A \$25 administrative fee will be charged for all cancellations received before April 15. We cannot offer refunds after that date, but you are welcome to send a substitute person.

Questions about registering?

Please contact Shelley Bacik:

Phone: (519) 888-4567 x 33153

Fax: (519) 888-9806

Email: sbacik@uwaterloo.ca

OND Registration Form

April 27/28, 2011

Conference Registration includes: Participation in all sessions, conference materials, refreshment breaks, lunch, wine & cheese, and conference proceedings.

Please note: Accommodation and parking is not included in conference registration.

Salutation (Dr., Ms., Mr., Mrs., etc.)

First Name

Last Name

Position

Department

Institution

Address

Phone Number

Fax Number

- I give permission for my contact information to be included in the conference abstract book.
- I give permission for my photograph to be taken and used in conference promotion materials.
- I will attend the luncheon.
- I have accessibility challenges and will need assistance.

Dietary Restrictions

Registration Fees

- Waterloo & Waterloo University Colleges Early bird registration (received by April 1, 2011) \$145 CDN
- Non-Waterloo Early bird registration (received by April 1, 2011) \$160 CDN
- Waterloo & Waterloo University Colleges registration fee (received after April 1, 2011) \$165 CDN
- Non-Waterloo registration fee (received after April 1, 2011) \$180 CDN
- One day registration - April 27 (includes wine & cheese) \$115 CDN
- One day registration - April 28 \$100 CDN

Payment Method

- Cheque VISA Mastercard UW 31 Digit Account Flexfield

Note: If using a credit card, you must mail/fax or phone in your information.

Credit Card Number

Expiration Date

Cardholder's Name

UW Flexfield