

Registration Form

Region 4 Education Service Center Professional Development

Please fill out form below and mail to address indicated or fax to 713.744.2723.

Faxed registrations will be accepted if you are: 1) paying with a credit card (only MasterCard, VISA, and American Express are accepted); or 2) paying with a purchase order. See the Professional Development Catalog for more information or visit www.theanswers4.net.

Please register at least two weeks prior to the scheduled session. Programs with fewer than 20 participants registered (two weeks prior to the program date) are subject to cancellation. On-site registration is not recommended. You are not guaranteed admittance to a session if you choose to register on-site. There will be a \$10 processing fee for any cancellations prior to beginning of workshop. Refunds will not be given for nonattendance or cancellations received after the session.

Region 4 Education Service Center (Region 4) is accessible to individuals with disabilities. If you require special arrangements or have special needs in order to participate in a session, please contact Region 4 Registration Services five working days prior to the training program date (see numbers listed below).

Make check payable to Region 4 Education Service Center unless otherwise designated.

You will be contacted by Region 4 only in the event that a session is full or cancelled.

Last Name _____	First Name _____	Middle Initial _____
Email Address _____		
Home Address _____	City/State/Zip _____	
Home Phone _____	Position _____	District Name _____
Campus Name _____	Campus Address _____	
Campus Phone _____	City/State/Zip _____	
Secondary Email Address* _____	Secondary Phone* _____	

Event Number _____	Event Title _____	
Date _____	Time _____	Fee (if applicable) _____

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Fee will be paid by (please check one): MasterCard VISA American Express Purchase Order

Credit Card/Purchase Order # _____ Exp. Date _____

Name as Printed on Card _____

Card Holder Billing Address _____ Card Holder Billing Zip Code _____

Check Check # _____

Check Amount _____ Date Received _____

Online registration is available for individuals paying with MasterCard, VISA, or American Express. Visit www.theanswers4.net and click on e-Catalog to register.
(phone registrations are not accepted)

Mail to: Registration Services, 7145 West Tidwell Road, Houston, Texas 77092-2096
Phone: 713.744.6326, **Fax:** 713.744.2723

A cumulative record of SBEC-required CPE clock hours is provided in My Portfolio, available at www.theanswers4.net.

Revised 11/10/2008



It is the policy of Region 4 not to discriminate on the basis of race, color, national origin, sex, or disability in its vocational programs, services, or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973. Region 4 Education Service Center is an Equal Opportunity Employer.

*Secondary information is needed in case of emergency closing by Region 4