

REGISTRATION FORM

Hendrick Best Practices for Adult Learners Conference 2021

May 10 and 11, 2021 from 1:00 to 5:00 PM EST each day

Payment in full, by check, credit card, or money order must accompany this form. Please print in ink or type. Registration confirmation will be sent to the preferred email address that you provide below. Include all information requested and return the completed form to Penn State by Friday, April 30, 2021.

Participant/Student Information

*** Indicates Required Information** — Please provide all information as it appears on your government-issued identification.

*Last Name _____ *First Name _____

Middle Name _____ *Date of Birth (month/day/year) _____

*Home Address: Street _____

*City _____ *State _____ *Zip Code _____

*Country _____ *Phone Number _____

*Email Address _____

Registration confirmation and logistical information will be sent to this email address.

Third Party/Company Information *(Complete for group payments only)*

Company/Institution Point of Contact Name _____

*Street Address _____

*State _____ *Zip Code _____ *Country _____

*Phone Number _____

*Company Contact Email Address _____

Additional Information

*Company/institution Name _____

*Occupational title _____

*Enter your name as you would like it to appear on your program materials:

First name _____ Last name _____

Special accommodations needed (if none, leave blank):

Penn State encourages qualified persons with disabilities to participate in its programs and activities. If you anticipate needing any type of accommodation or have questions about the physical access provided, please contact Ann Goeke (agg12@psu.edu) in advance of your participation.

*Student Status

- Undergraduate Student
- Graduate Student
- Nonstudent

*I give permission to include my name, preferred email address, and company/institution name on the conference participant list shared with participants: Yes No

*Please choose the track you are most interested in:

- Track 1** - Recruitment & Retention: Managing Enrollment Perspectives & Practices (i.e. Admissions, retention, PLA, transfer)
- Track 2** - Teaching & Advising: Pedagogy Theory & Practice (faculty and advisors)
- Track 3** - Engaging & Resourcing: Outside the Classroom, Inside the University (i.e. Student Life, Veterans Services, Career Services, etc.)
- Track 4** - Support Services & Learning Support (i.e. Health and wellness, nurses, disability services, tutoring, peer mentoring, etc.)

There will be opportunities to network both conference days. Please list topics you are most interested in.

Registration Fee

- \$50.00 Conference Participant regular registration fee
- \$60.00 Conference Participant late registration fee after April 30
- \$0.00 Student

\$_____ Total Payment (GROUP PAYMENT – Please include a separate registration form for each participant. Total Payment = # of participants x registration fee)

A \$10 administrative fee will be charged for each cancellation. Cancellation requests must be received in writing by emailing PSUconferences@psu.edu no later than 5pm EST Thursday, May 6.

Payment Information

Choose your method of payment below. The Pennsylvania State University's federal ID number is 24-6000376.

- Check or money order enclosed for amount indicated, signed and payable to The Pennsylvania State University
- Credit Card: **Can be collected via phone, mail, or fax (DO NOT EMAIL)**

Cardholder's Name _____

Cardholder's Phone # _____

Cardholder's Signature _____

Card Number _____ Card Expiration Date _____

***To pay by phone using your credit card, please contact the PSU Non-Credit Registration Office on Tuesdays between 8:00am – 12:00pm EST at the phone number below.**

- Enclosed is a purchase order (made payable to The Pennsylvania State University) or letter of authorization from my employer or sponsoring organization.
- Penn State employees only – SIMBA JE# _____
Please contact noncredit@psu.edu for account information.

Send all registration pages and payment to:

Conferences & Institutes Registration
Penn State Non-Credit Registration Office
Box 410
State College, PA 16804

Phone: 814-867-4973

Fax: 814-863-2765

Email: noncredit@psu.edu (DO NOT EMAIL CREDIT CARD INFORMATION)

Note: Credit card payments received by phone, mail and fax will be processed the following Tuesday when staff are in the office from 8 am-12 pm EST.