

3RD VIRGINIA COMMONWEALTH EDUCATION LAW CONFERENCE

APRIL 28-30, 2005

Norfolk Waterside Marriott, Norfolk, VA

Registration Form

Return the completed form with payment or appropriate payment authorizations. Form may be mailed, faxed or e-mailed to the Commonwealth Educational Policy Institute at the contact information included at the end of this form.

Name _____ Title _____

Organization _____

Preferred name for name tag _____

Mailing Address _____

City _____ State _____ Zip _____

Business Phone: () _____ Fax: () _____ email _____

REGISTRATION FEE Please enter appropriate fees and total payment. Registration will not be processed unless accompanied by payment (check) or the appropriate payment authorizations (Institutional Purchase Order Number or Credit Card charge authorization.)

\$335.00 Registration fee if received by CEPI/VCU after March 1. (Includes 3 conference meals, Special event reception, complimentary refreshments during the two days, and the conference proceeding publication. The registration fee does not include the Friday evening dinner/harbor cruise. This option must be selected and paid with the submission of registration form.)

\$285.00 Early Bird Registration Fee if received by CEPI/VCU by March 1, 2005.

\$135.00 Full-time graduate student registration fee (Verification required - Available only to full-time graduate education or law students whose registration forms are co-signed by appropriate university official certifying student status.)

Reservation payment for the optional "Spirit of Norfolk" Dinner Cruise on Friday evening April 29. (\$55 per person -
__ # participants)

\$ _____ TOTAL FEE PAYMENT

Payment or Payment Authorization (Please indicate payment selection.)

_____ Payment by check enclosed made payable to VCU/CEPI. Check number _____

_____ Payment being processed by approved organization Purchase Order # _____

Name of organization _____

_____ Credit Card Authorization (Please complete and sign)

American Express Discover Mastercard Visa

Card Number _____ Expiration Date _____ Amount Paid _____

Name (Last, First printed) of Purchaser _____

Cardholder's Name (Last, First printed) _____ Cardholder's Telephone Number _____

Cardholder's Signature* (Note date and time if telephone call) _____

* Your telephone authorization permits Virginia Commonwealth University's Commonwealth Educational Policy Institute to charge your credit card for the Virginia Education Law Conference. Return or fax completed form to Commonwealth Educational Policy Institute, Virginia Commonwealth University, P.O. Box 842020, Richmond, Virginia 23284-2020.

Phone: (804) 827-3290 • Fax: (804) 828-2768 • e-mail: cepi@vcu.edu • website www.cepionline.org

NOTE: Registrants for the conference will receive a complete schedule of workshop topics and presenters, in advance of the conference, to facilitate planning of participants' personal conference schedules.

Refunds of registration fees may be made, if cancellation notice is received in the CEPI office no later than March 15, 2005. After March 15, 2005, refunds may be made less a \$150 processing fee

Transportation

The Norfolk International Airport is 15 minutes from downtown. A number of airlines serve the city: Southwest, US Airways, Continental, Delta, Northwest, American, United, and Independence Air. Commercial limousine and taxi service is available from the airport.

Parking and Van Information

Self parking is available at the Main Street Garage across from the hotel and the Waterside Festival Parking Deck. Valet parking is available at the front entrance.