

Registration Details

- 1) Register on the CTL website
- 2) Send fees and form below (page 2) to Stephanie Houdek
- 3) Secure lodging by using the direct link on the MNADE website

Conference Registration Fees:

Registration will close on September 8, 2009. Registration fees must be pre-paid by September 10, 2009. Refer to the chart below for the amount you must pay. If you are among the first 80 MNSCU faculty members to register, a grant from the MNSCU Center for Teaching and Learning (CTL) will underwrite a portion of your registration. *MNSCU faculty should assume that they are among the first 80. You will be notified if your registration does not place you in this category.*

Registration	First 80 MNSCU Faculty Registrants	Administrators, Non-MNSCU Faculty, and MNSCU Faculty beyond the First 80 Registrants	Retirees & Students
Full Conference (four meals)	\$50	\$150	\$110
Thursday only (lunch & dinner)	\$40	\$130	\$90
Friday only (breakfast & lunch)	\$35	\$110	\$70

Refunds: No refunds will be given **after September 16, 2009.** You must cancel your registration on the CTL website, and then e-mail your intent to obtain a refund directly to Stephanie Houdek, MNADE Treasurer at sjhoudek@stcloudstate.edu.

Payment: Use the form that follows and include it with a check for the conference registration fee and your membership renewal payable to **MNADE**. For institutional checks the vendor number is #200331108-01. We cannot accept purchase orders or credit cards. Mail both before the September 10th deadline to:

Stephanie Houdek
224E Centennial Hall
St. Cloud State University
720 4th Avenue South
St. Cloud, MN 56301-4498

Retain this sheet as a reminder of the registration deadlines and processes.

REGISTRATION FORM

Register on the CTL website by 9/8/09.

Then send this form with your prepaid conference fees and membership renewal by 9/10/08.

Name: _____ Institution: _____

Position: _____ Circle your Area(s) of Interest in the next line:

Reading Math Writing Counseling ESOL Study Skills Other _____

E-mail: _____ Preferred Phone: _____

MNSCU Faculty: Yes No

Attendance: Full Conference Thursday only Friday only

Conference Registration Fee as determined by above chart (page 1): _____

Membership Renewal for 2009-2010:

+
\$15.00
=

Total included: _____

I will need a vegetarian alternative for meals: Yes No

I will attend the FREE pre-conference workshop: Yes No

Mailing Address: *Please list the address where you would like MNADE mailings sent.*

Lodging:

MNADE has secured 50 rooms at the Kahler Grand Hotel for the evening of September 24th, and a very limited number of rooms for September 23rd. If you are a MNSCU faculty member, and if your campus address is 35 miles or more from the Kahler Grand Hotel, you are eligible to receive lodging support equivalent to 50% of the double room rate for one evening only (CTL grant guidelines). **Room reservations must be made directly with the Kahler Grand Hotel.** A direct link on the MNADE website (www.MNADE.org) will guide you through the process. If you choose to register through another means, please identify yourself as a MNADE conference attendee in order to receive the MNADE conference special rate of \$85.00. This price includes parking and you should enter their garage even if it is posted as FULL. There will be spaces for hotel guests, but carpooling is strongly recommended due to festivities that will be occurring in the downtown Rochester area on the 24th.

To be guaranteed the MNADE conference special rate of \$85.00, you must make your reservation by September 10, 2009. The block of rooms we have reserved will be released at that time.