

CABE 2012 CONFERENCE REGISTRATION FORM

Extra Savings! Register online. Just visit www.bilingualeducation.org

CABE 2012 • 37th Annual Conference • A Legacy of Promoting Equity and Access through Multilingualism and Multiculturalism.
 March 7-10, 2012 • Sacramento Convention Center. **Early Bird Registration Postmark Deadline: January 15, 2012**

REGISTRANT'S INFORMATION

Please read the reverse side of this form prior to completing

First Name _____ MI _____ Last Name _____

Please check one:
 Teacher Administrator Parent Student Para-Educator

Affiliation (will appear on badge) _____

Mailing Address (Please note: All registration materials will be mailed to this address) _____

City _____ State _____ Zip _____

() _____ () _____

Work Telephone No. _____ Home Telephone No. _____

Email Address _____

I am a current CABE member as of March 31, 2012 (See #5 in the next column if you would like to join or renew your CABE membership.)

My Membership ID # _____

YES, I would like interpretation for General Sessions and Keynote Speakers.
 LANGUAGE: _____

NO, I would not like my name and address given to conference exhibitors on a one time basis for catalogs and materials.

Yes, Americans with Disabilities Act (ADA)

REGISTRATION INFORMATION

1. REGISTRATION

M: Member
N-M: Non-Member
Four Day Pass

	Early Bird On-Line Registration Fees by 1/15/2012	Early Bird Mail-In Registration Fees Postmarked by 1/15/2012	On-Line Registration Fees after 1/15/2012	Mail-In Registration Fees after 1/15/2012
<input type="checkbox"/> (A) Teachers/Administrators (M)	\$435	\$455	\$555	\$575
<input type="checkbox"/> (B) Teachers/Administrators (N-M)	\$555	\$575	\$675	\$695
<input type="checkbox"/> (C) Parents, Para Educators, Students (M)	\$230	\$240	\$340	\$350
<input type="checkbox"/> (D) Parents, Para Educators, Students (N-M)	\$255	\$265	\$365	\$375

One Day Pass Day of Attendance (Check only one):
 Wed. Thur. Fri.

<input type="checkbox"/> (E) Teachers/Administrators (M)	\$205	\$215	\$235	\$245
<input type="checkbox"/> (F) Teachers/Administrators (N-M)	\$270	\$280	\$300	\$310
<input type="checkbox"/> (G) Parents, Para Educators, Students (M)	\$130	\$135	\$150	\$155
<input type="checkbox"/> (H) Parents, Para Educators, Students (N-M)	\$140	\$145	\$160	\$165
<input type="checkbox"/> (I) Saturday Only (All Categories)	\$ 60	\$ 65	\$ 70	\$ 75

(J) Friday Institute for H.S. Students Only (box lunch included with registration fee) \$ 45 | \$ 50 | \$ 55 | \$ 60

(K) Staff Development Day (Please see Registration Information for eligibility requirements for Staff Development Day Pass)

Total Registration Fees \$

(L) Retired Teacher/Administrator (See Registration Information)

2. EVENT TICKETS

Due to limited capacity, meal tickets may not be available on-site.

(CAL) Thur., 3/8/2012 CABE Awards 2012 Luncheon -----\$50

(SEB) Fri., 3/9/2012 Seal of Excellence Banquet -----\$60

Total Event Tickets \$

YES, I would like vegetarian meals.

3. TWO-DAY INSTITUTES

Wed., 3/7/12 and Thurs., 3/8/12 (ISI) Intensive Institutes ----- \$100
 Indicate your 1st and 2nd choice (See descriptions and Institute number in this brochure.) Box lunch included with registration fee.

1st Choice: _____

2nd Choice: _____

Total Institute Fees \$

4. SCHOOL SITE VISITS

Wed., 3/7/2012 – School Site Visit -----\$50
 Indicate program of preference (See detailed school site programs on School Site Visits page for descriptions and program number.)

1st Choice: _____

2nd Choice: _____

Total School Site Visit Fees \$

5. CABE MEMBERSHIP

To take advantage of discounted registration fees, make sure your CABE membership status is current as of March 31, 2012.

New Renewal

Administrator -----\$90

Teacher -----\$60

Para Educator -----\$35

Parent/Community (Not employed by a school district) -----\$20

Student (Currently enrolled in an undergraduate program) -----\$30

Retired Teacher or Administrator -----\$40

Total Membership Fees \$

GRAND TOTAL \$

6. PAYMENT METHOD

Check Number (Please make all checks payable to CABE) _____

P.O. No. _____

School District _____

MasterCard/Visa/AMEX No. _____

Exp. Date _____

Signature _____ Date _____



Please read the reverse side for "Instructions and Information" and return with total payment to:
P.O. Box 51204, Los Angeles, CA 90051-5504

Postmark deadline: January 15, 2012
 For registration information, please contact: 1-866-814-CABE
Customerservice@bilingualeducation.org

CABE 2012 REGISTRATION REGULATIONS

1. REGISTRATION FORM

Use a separate "Registration Form" for each registrant. If more forms are needed, please make photocopies (front & back) or order additional copies from CABE. You may also download the forms at www.bilingualeducation.org. **Only parents not employed by any school district may register as a "Parent". The "Student" rate only applies to students enrolled in an undergraduate degree program or high school.** CABE may ask for proof, if necessary. Retain a copy of the registration application and this regulation form for your records.

2. AMERICANS WITH DISABILITIES ACT

Under Provisions of Title I of the Americans with Disabilities Act, please check if you require any special arrangements. You will be contacted by phone or at the address you list to make specific arrangements and/or accommodations.

3. REGISTRATION PROCESSING

Please type or print clearly the information requested. Information from this form will be used to print conference badges. Additionally, due to delays that can occur in school district mail delivery systems, **use an address which provides the most expeditious means to mail your confirmation and conference materials.** Send your payment and form(s) to CABE 2012 Registration, P.O. Box 51204, Los Angeles, CA 90051-5504.

4. REGISTRATION DEADLINES

If you register (either on-line or by mail) on or before January 15, 2012, you will receive your registration materials by February 15, 2012. If you register between January 16, 2012 - February 15, 2012, you will receive a confirmation letter ONLY. If you register on or after February 15, 2012, you will not receive a confirmation letter from CABE, therefore, you must show your ID at the on-site registration area to pick up all conference related materials. On-line registration deadline is 12 noon on March 2, 2012. In order to allow time to process all applications and mail conference confirmation and materials to all registrants, **all deadlines will be strictly adhered to.** We encourage you to pre-register to avoid waiting in line and additional costs.

5. PAYMENT REQUIREMENTS

Avoid any delays, registration will not be processed unless it is accompanied with payment in full. **Make checks payable to CABE.** Purchase orders should be used only when absolutely necessary and require payment within 30 days. MasterCard, Visa and American Express will be accepted as long as the complete number, expiration date and signature are included in the registration application form. Purchase orders and institutional checks for more than one person must be accompanied by a separate registration form for each individual and the purchase order must list each attendee's name. Requisition forms are not an acceptable form of payment and will not be processed. **A \$50 charge will be assessed for all returned checks.**

6. REQUESTS FOR CANCELTION REFUNDS

All requests for refunds must be made in writing and submitted to CABE Headquarters prior to January 31, 2012. Refunds will be processed and mailed out following the conference. A 20% processing fee will be assessed on all requests. **There will be no refunds or exchanges for meal or event tickets. Refund requests postmarked after January 31, 2012, will not be honored.**

7. REPLACEMENT OF BADGES AND TICKETS

Requests for replacement of badges and event tickets, for any reason, will be charged at the original full registration price. There is no refund for replaced badges and tickets. **NO EXCEPTIONS.**

8. SUBSTITUTIONS

Names will be substituted on registration forms only upon receipt of a written request. If a Registration Badge has been received, it must be returned with the request. **No substitutions will be accepted after January 31, 2012.**

9. MEMBERSHIP VERIFICATION

Please note: In order to receive a membership discount, each conference participant submitting member level fees must be a member in good standing as of March 31, 2012. If it is determined that membership is not current, conference attendee will be invoiced for either membership dues owed or the balance of the non-member rate for the conference.

10. ONE-DAY PASSES

For individuals unable to attend for more than one day, you may purchase a One-Day Pass. Please indicate which day you will be attending. If the day is not indicated, we will assume that you will be attending Friday, March 9, 2012, and will process as such. One-day passes can only be used for the designated date.

11. COMPLIMENTARY PASSES

If you are entitled to complimentary registration (Presenters and Planning Committee) **DO NOT COMPLETE THE REGISTRATION APPLICATION FORM.** Please contact the CABE Office via email at info@bilingualeducation.org and request a "Form for Complimentary Registration".

12. STAFF DEVELOPMENT DAY INCENTIVE

For those school districts designating CABE 2012 as "Staff Development Day(s)", a registration incentive of one free registration (excluding meals) is available to groups submitting 15 "like" registrations. Like registrations refer to either full four-day passes or one-day passes, not which category they fall into (member, non-member, teacher, administrator, para-educator or parent, etc.). All 15 registrations must be submitted on the same Purchase Order. To take advantage of this opportunity, please submit a registration form with the staff member's name who will use the pass, and mark the appropriate box on the registration form.

13. SCHOOL SITE VISITS

Buses for School Site Visits will depart from the Sacramento Convention Center at 8:30 a.m. **sharp** on Wednesday, March 7, 2012, and return by 2:00 p.m. Confirmation letters and additional information will be sent. Spaces are limited and will be filled in the order received. Passes will not be available on-site and are **not refundable.** Please review the list of programs on School Site Visits page. Choose two (2) programs, which you would like to visit and list their number on the Registration Form as a first choice and second choice.

14. RETIRED TEACHERS/ADMINISTRATORS

A 20% discount will be applied to Conference Registration Fees for teachers/administrators who are retired and at least 65 years of age. **If you believe you qualify for this discount, please contact CABE Headquarters at (626) 814-4441 for more information. This discount does not apply to online registrations.**