

### REGISTRATION FORM (PLEASE PRINT CLEARLY)

NAME (as it should appear on name badge) \_\_\_\_\_

JOB TITLE - (REQUIRED PLEASE) \_\_\_\_\_

ORGANIZATION/SCHOOL DISTRICT \_\_\_\_\_

ATTENDEE EMAIL (REQUIRED FOR CONFIRMATION) \_\_\_\_\_

WORK ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

WORK PHONE ( \_\_\_\_\_ ) \_\_\_\_\_ CELL PHONE ( \_\_\_\_\_ ) \_\_\_\_\_

### Full Conference (Nov 18-19, 2024)

Presenter Registration  
\$155

**REGISTRATIONS CANNOT BE PROCESSED WITHOUT PAYMENT. PLEASE SEND PAYMENT AND REGISTRATION FORM(S) TOGETHER.**

#### How and Where Do I Pay?

|                | WEBSITE | EMAIL | FAX | PHONE | MAIL |
|----------------|---------|-------|-----|-------|------|
| CREDIT CARD    | ✓       | ✓     | ✓   | ✓     | ✓    |
| PURCHASE ORDER |         | ✓     | ✓   |       | ✓    |
| CHECK          |         |       |     |       | ✓    |

**WEBSITE:** [www.ncyionline.org/mi-sca-presenters](http://www.ncyionline.org/mi-sca-presenters)

**EMAIL:** [registrations@ncyi.org](mailto:registrations@ncyi.org)

**FAX:** 423-899-4547

**PHONE:** 866-318-6294

**MAIL:** National Center for Youth Issues  
P.O. Box 22185  
Chattanooga, TN 37422-2185

Please make your check or purchase order payable to: **National Center for Youth Issues.**

A W-9 is available on the website.

#### PAYMENT METHOD

- PURCHASE ORDER** A COPY OF THE PURCHASE ORDER IS REQUIRED.  
(PAYABLE TO NATIONAL CENTER FOR YOUTH ISSUES, P.O. BOX 22185, CHATTANOOGA, TN 37422-2185)
- CHECK ENCLOSED** (MADE PAYABLE TO NATIONAL CENTER FOR YOUTH ISSUES)
- CREDIT CARD**    PERSONAL    CORPORATE

CARD NO. \_\_\_\_\_ EXP. DATE \_\_\_\_\_ CID# \_\_\_\_\_

NAME ON CARD (PLEASE PRINT) \_\_\_\_\_

CREDIT CARD BILLING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_ EMAIL \_\_\_\_\_

**CANCELLATION POLICY:** If we are forced to cancel the MSCA Conference because of a "force majeure" event, such as a government restriction on large gatherings that cover the intended size of the conference, then we will issue full refunds of the registrations. Otherwise, our normal cancellation policy will be upheld: There will be no refunds after October 18, 2024. All cancellations before October 18, 2024 will be refunded less a \$25 handling fee. The association is not responsible for and cannot give refunds due to problems beyond its control, such as weather and school closings. The sponsors of the conference receive registrant contact information.

PLEASE NOTE: The attendee will receive a confirmation to the email address provided when their registration is processed (make sure to check Junk/Spam folders). Please allow ample time for processing.

On social distancing and other health and safety measures, the regulations/guidelines that apply to hotels and conference centers may change. The MSCA Conference will conform to all necessary regulations/guidelines that are in place as of the date of the conference.