

# REGISTRATION



FALL CONFERENCE

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 ( ) \_\_\_\_\_

GRADE LEVEL (CHECK ALL THAT APPLY): ☐ ELEMENTARY ☐ MIDDLE ☐ HIGH ☐ POST-SECONDARY ☐ DISTRICT LEVEL

DIETARY RESTRICTIONS: ☐ GLUTEN FREE ☐ VEGETARIAN ☐ VEGAN ☐ DAIRY FREE

Professional/Affiliate Member*	Non-Member**	Student Member*	Retired/Emeritus Member*
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## A. Full Conference – Attend both days (Nov. 20 and 21)

<input type="checkbox"/> Early Register (by Sept. 30)***	\$195	\$250	\$140	\$140
<input type="checkbox"/> Regular Registration (after Sept. 30)	\$225	\$280	\$170	\$170

TWO-Day Attendance–Total (A) \$ \_\_\_\_\_

## B. One Day Attendance – Thursday Only (Nov. 20)

<input type="checkbox"/> Early Register (by Sept. 30)***	\$145	\$200	\$110	\$110
<input type="checkbox"/> Regular Registration (after Sept. 30)	\$175	\$230	\$140	\$140

ONE-Day Attendance – Total (B) \$ \_\_\_\_\_

## C. One Day Attendance – Friday Only (Nov. 21)

<input type="checkbox"/> Early Register (by Sept. 30)***	\$145	\$200	\$110	\$110
<input type="checkbox"/> Regular Registration (after Sept. 30)	\$175	\$230	\$140	\$140

ONE-Day Attendance – Total (C) \$ \_\_\_\_\_

## C. INSCA Membership

\$55	Included In Registration**	\$35	\$55
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Membership – Total (D) \$ \_\_\_\_\_

Total Due (A+B+C+D) \$ \_\_\_\_\_

- \* Your membership must be good through Nov. 21, 2025 to qualify.  
 \*\* If registering as a non-member, you will receive a complimentary membership.  
 \*\*\* To qualify for the Early Registration Rate, your registration form AND payment (copy of your purchase order, check, or credit card) must be received or postmarked by the Early Registration cutoff date.

**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					✓

## 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 INSCA 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 20, 2025. All cancellations before October 20, 2025 will be refunded less a \$25 handling fee. There will be no refunds if you register as a non-member and then later become a member. Please become a member or renew your membership before registering for the conference. 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.

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

**WEBSITE:** www.ncyionline.org/in-scac

**EMAIL:** 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.

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.