

REGISTRATION FORM



NCDCA Global Career Development Conference
June 21-23, 2018 • Phoenix, Arizona

Name _____

Name for Badge _____

Organization _____

Mailing Address _____

City/State/Zip/Country _____

Phone/Fax _____

Email _____

(please print email address clearly)

Please identify which constituency group best describes you:

- School Career Counselors & Specialists Independent Practice, B&I, and Agencies
 Higher Education Career Counselors & Specialists Counselor Educators & Researchers

Please check here if you are a first-time attendee.

Professional Development Institutes

On-site registration cannot be guaranteed. Space is limited. Fee is PER SERIES. PDIs are OPTIONAL and are not included in Conference Registration fees.

Series 1: Wed., June 20, 8:00 am – 12:00 pm (please indicate selection)

- PDI #1 PDI #2 PDI #3 PDI #4

NCDCA Member

\$200

\$250

\$ _____

NCDCA Student/Retired/New Professional

\$200

\$250

\$ _____

Non-Member

\$200

\$250

\$ _____

Series 2: Wed., June 20, 1:30 – 5:30 pm (please indicate selection)

- PDI #5 PDI #6 PDI #7 PDI #8

NCDCA Member

\$200

\$250

\$ _____

NCDCA Student/Retired/New Professional

\$200

\$250

\$ _____

Non-Member

\$200

\$250

\$ _____

Full Conference Registration, June 21-23, 2018

Includes all presentations, exhibits, breaks, and NCDCA Party. Professional Development Institutes must be purchased separately.

NCDCA Member

\$450

\$550

\$ _____

NCDCA Student/Retired/New Professional

\$315

\$415

\$ _____

Non-Member

\$550

\$650

\$ _____

One-Day Registration

Includes all presentations, exhibits, and breaks for the specified day.

Please indicate: Thursday Friday Saturday

NCDCA Member

\$250

\$350

\$ _____

NCDCA Student/Retired/New Professional

\$250

\$350

\$ _____

Non-Member

\$250

\$350

\$ _____

IMPORTANT: NCDCA Headquarters will not accept registrations in the office after May 31. Please plan to register on-site if you wish to register after May 31, 2018.



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How to Register



Securely Online at
www.ncdaconference.org
(preferred method)
Major credit cards accepted.



Mail
Check or Credit Card accepted.
Send Registration Form and payment to:
NCDCA, 305 North Beech Circle,
Broken Arrow, OK 74012



Fax
Purchase Order or Credit Card accepted.
Fax: (918) 663-7058

Confirmations will be sent via email.

Cancellation Policy

Cancellations received in writing prior to May 31, 2018 will be subject to a \$50 (US funds) processing fee. Due to costs incurred on your behalf, NO REFUNDS will be given after May 31. If paying via purchase order, your organization will be required to fulfill the Purchase Order even though you do not attend due to costs incurred on your behalf. Refunds will not be given for conference no-shows due to costs incurred on your behalf.

Substitutions

Substitutions will be accepted if received in writing from the original registrant by May 31, 2018. A letter from the original registrant authorizing the substitution must be emailed to nscrimsher@ncda.org or faxed to (918) 663-7058, along with the substitute's completed registration form, by May 31. The substitute's registration fee will be subject to pricing based on her/his NCDCA membership status.

Questions?

Visit our website at www.ncdaconference.org
NCDCA Headquarters at:
305 North Beech Circle, Broken Arrow, OK 74012
(866) 367-6232 (FOR-NCDCA) or (918) 663-7060
Fax: (918) 663-7058 Email: nscrimsher@ncda.org

SPECIAL NEEDS

Please indicate any special needs you may have. Dietary Physical

Please provide a brief description of special needs: _____

AMBASSADOR PROGRAM

- I am interested in being an NCDCA International Ambassador at the conference.
- I am an international participant and interested in having an NCDCA Ambassador at the conference.

NCDCA MEMBERSHIP

- Yes**, I would like to join/renew NCDCA membership and save on my conference registration fees.

Regular Member (annual fee) \$85 \$ _____
For those who have an interest or involvement in career development.

Student Member (annual fee) \$35 \$ _____
Students enrolled in programs preparing them for counseling and other career development areas.

New Professional Member (annual fee) \$35 \$ _____
For graduates in their first year of employment in the career development field OR anyone new to NCDCA regardless of employment history. New Professionals are offered reduced membership dues for a limit of one year.

SPECIAL EVENT TICKETS

Guest/Spouse NCDCA Reception # Needed _____ \$25 \$ _____

Registered attendees will receive one complimentary ticket to the NCDCA Party. Additional tickets for guests or spouses must be purchased for entry to these events.

TOTAL DUE \$ _____

PAYMENT

- Payment must accompany registration form or registration will not be processed.
- Purchase Order Payments: A copy of PO must accompany registration form.
- Payment must be made in U.S. dollars. Foreign payment must include exchange fees.
- Foreign payments made by credit card will be charged a \$25 processing fee.
- Payment must be made payable to: National Career Development Association (FEI#: 52-6045839)
- A W-9 Form can be found at www.ncdaconference.org, click on Registration.

Check Credit Card Purchase Order # _____

Credit Card Number _____

Expiration Date _____ Security Code _____

Cardholder Name _____

Billing Address of Cardholder _____

City, State, Zip, Country _____

Signature _____

