

MILLSAPS COLLEGE

2012 ADVANCED PLACEMENT INSTITUTE JULY 8 – 13, 2012

Registration is complete only if the \$50 nonrefundable deposit or entire tuition is enclosed. Tuition is \$550 with an additional \$50 lab fee for Biology and Chemistry. The deposit is considered part of the tuition. A purchase order for the tuition is acceptable. School districts registering 4 or more teachers receive a \$50 per person tuition discount. Registration deadline is June 25. **Registrations after that will be charged a \$25 late fee.**

Name: (Mr./Ms.) _____

Home Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

Email: _____

School: _____

School Address: _____

City: _____ State: _____ Zip: _____

School Phone: _____ School Fax: _____

School District: _____ AP Coordinator: _____

Will you be teaching an AP course in 2012/2013? _____ Grade Level: _____ Subject: _____

Overall Teaching Experience: _____ yrs. Teaching AP: _____ yrs.

Please check the workshop you wish to attend:

- | | |
|---|--|
| <input type="checkbox"/> Biology | <input type="checkbox"/> English Language and Composition |
| <input type="checkbox"/> Calculus AB for Beginning Teachers | <input type="checkbox"/> English Literature and Composition for Beginning Teachers |
| <input type="checkbox"/> Calculus AB for Experienced Teachers | <input type="checkbox"/> English Literature and Composition for Experienced Teachers |
| <input type="checkbox"/> Chemistry | <input type="checkbox"/> World History |
| <input type="checkbox"/> Economics - Macro and Micro (Combined) | <input type="checkbox"/> U.S. History |

HOUSING

Please reserve a dormitory room. (\$275.00) Yes No

If you have a special need due to a disability, please state your request here. Also, please notify us in advance of special dietary needs.

Early registration is advised; however, we will accept registrations until a week before the Institute begins if space is available. No registrations will be accepted without the \$50 (non-refundable) deposit and a purchase order for the remainder. The remaining amount of the fees will be due by **June 30**. Checks or major credit cards are acceptable forms of payment. A purchase order from your school will also be accepted. **Registrations after June 25 will be charged a \$25 late fee.**

Refund Policy:

If a teacher cannot attend and if we are notified in writing (a fax is acceptable) by June 25, we can refund both tuition and housing costs minus the \$50 nonrefundable deposit. If we are NOT notified prior to June 25 that a teacher cannot attend, NO refund of fees will be made. A school may substitute one teacher for another in the same workshop with no penalty. There will be absolutely NO refunds after June 25. A school or individual will be billed the full amount if a registered participant does not show.

Confirmation: You will receive a letter of confirmation within 10 working days of the receipt of your registration. Please do not assume you are registered until you get your confirmation. You are encouraged to follow-up with your school/school district to ensure that both your registration form and payment or purchase order has been sent in.

If you wish to use your VISA, MasterCard, Discover or American Express, fill out the information below:

VISA MasterCard Discover American Express

Account # _____ Exp. Date _____

Amount to be charged \$ _____ Signature: _____

Please mail your completed registration form along with your check or purchase order to Continuing Education, Millsaps College, 1701 North State Street, Jackson, MS 39210. Phone: 601-974-1130. Fax: 601-974-1137.