### CTA Professional Development Course Registration Request

You can complete your registration request by mailing the completed form to Regional & Continuing Education (address below); completing the request online at [rce.csuchico.edu/cta](http://rce.csuchico.edu/cta); or by calling our office at 530-898-6105. The registration deadline, or postmark deadline for mailed registrations, is **December 8, 2017**. A $10 late fee will apply for requests received after this date.

#### Student Information

<table>
<thead>
<tr>
<th>Name: Last</th>
<th>First</th>
<th>M.I.</th>
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Have you previously applied to or taken a course at CSU, Chico? □ No □ Yes  
If yes, and different than shown above, name on student record: ________________________________

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<tr>
<th>Date of Birth: MM / DD / YY</th>
<th>Gender: □ M □ F</th>
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<tbody>
<tr>
<td></td>
<td>Chico State ID Number</td>
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<th>Address: ________________________________</th>
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<tr>
<td>Number</td>
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| Phone: (__________) ____________-__________ | Email: ________________________________ |

### Title: 2017 SDICSCC Leadership Conf.  
**Instruction:** Susan Green  
**Term:** Fall (2178)  
**Date:** December 1-3, 2017

Check the registration type indicating the number of unit(s) that you'll be purchasing for your participation at the conference.

- □ **Course:** EDUC 895H-201  
  **Class ID#:** 6201  
  **Unit(s):** 1 unit  
  **Cost:** $60.00 (Main Conference participation required)

- □ **Course:** EDUC 895H-202  
  **Class ID#:** 6202  
  **Unit(s):** 2 units  
  **Cost:** $120.00 (Preconference & Main Conference participation required)

Courses numbered 800-899 maybe valid for professional credit at the discretion of your local school district. 800-level courses do not meet degree requirements unless approved by the appropriate CSU, Chico department.

### Payment Options:

- **Check Payment:** Make payable to CSU, Chico  
  Send to: CSU, Chico Regional & Continuing Education  
  400 W. First Street  
  Chico, CA 95929-0250

- **Credit Card Payments:** Register online at [rce.csuchico.edu/cta](http://rce.csuchico.edu/cta), call our office at 530-898-6105, or send in this completed form and Regional & Continuing Education will follow up by calling you for your Visa or Master Card payment.
Directions to submit your registration online

Step 1. Go here to this Webpage: [http://rce.csuchico.edu/cta](http://rce.csuchico.edu/cta)
Step 2. View the list of Conferences from the box in the center of the page
Step 3. Look for the unit link in the “Register Online by selecting the link below” box
Step 4. Click the “Register Now” button in the rust colored box (bottom of the page)
Step 5. Click the “Checkout” button
Step 6. Complete the required fields
Step 7. Click the “Review Order” button at the bottom of the page
Step 8. Click the “Proceed” button and complete your payment information
Step 9. Click the “Continue Checkout” button, review and submit