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; or by calling our office at 530-898-6105. The registration deadline, or postmark deadline for mailed registrations, is October 19, 2018. A $10 late fee will apply for requests received after this date.

Student Information: Name: Last ___________________________ First ___________________________ M.I. __________________

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: ____________________________________________

Date of Birth: ______ / ______ / ______ | | | | | | | | | | | | | | | | Gender: ☐ M ☐ F

Chico State ID Number

Address: ___________________________________________________________________________________________________________________________________________________________

Number    Street                    Room / Apt.   City                      State      Zip

Phone: (__________) ____________-______________ Email: ________________________________________________________________________________________________________________

Check which type of credit you’d like to purchase.

☐ Professional: EDUC 802Q-201   Class ID#: 6050   Title: 2018 CCA Fall Conference   Instructor: Susan Green   Unit(s): 1 unit   Cost: $60.00

☐ Graduate: EDMA 697-101   Class ID#: 6051   Title: Independent Study-2018 CCA Fall Conf.   Instructor: Susan Green   Unit(s): 1 unit   Cost: $300.00

• Note: Choosing the EDMA 697 graduate credit will require that you submit a reflection paper to sgreen@csuchico.edu by October 19, 2018.

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, 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
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