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 26, 2018. A $10 late fee will apply for requests received after this date along with the appropriate approvals required to enroll.

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: _____ / _____ / _____  Chico State ID Number [______________________]

Gender: ☐ M ☐ F

Address: __________________________________________________________________________

Number Street Room / Apt. City State Zip

Phone: (__________) ________ - ________ Email: ________________________________

Title: 2018 Region II Conference  Instructor: Susan Green  Term: Fall 2018 (2188)  Date: Oct 19-21, 2018

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

☐ Conference Attendance  Unit(s): 1 unit  Cost: $60.00  Course: EDUC 827H-201  Class ID#: 6053

☐ PreConf & Conference  Unit(s): 2 units  Cost: $120.00  Course: EDUC 827H-202  Class ID#: 6054

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