

# Continuing Professional Education Spring 2008 Registration Form

## REGISTRATION INFORMATION

Please check here if your address has changed since your last registration

FULL NAME \_\_\_\_\_

SOCIAL SECURITY # (OPTIONAL) \_\_\_\_\_

HOME ADDRESS (STREET) \_\_\_\_\_

HOME ADDRESS (CITY, STATE, ZIP) \_\_\_\_\_

WORK PHONE \_\_\_\_\_ HOME PHONE \_\_\_\_\_

FAX \_\_\_\_\_ DEGREE \_\_\_\_\_ YEAR \_\_\_\_\_

ALUMNUS/A OF UMSSW?  YES  NO

AGENCY \_\_\_\_\_

WORK ADDRESS \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

TRAUMA TREATMENT CERTIFICATE PROGRAM APPLICANT?  YES  NO

**WORKSHOP NUMBER(S):** 1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_ 4) \_\_\_\_\_ 5) \_\_\_\_\_ 6) \_\_\_\_\_

## PAYMENT INFORMATION

WORKSHOP TUITION \_\_\_\_\_ \$

BALTIMORE PARKING SARATOGA GARAGE (\$4 PER DAY—NOT AVAILABE ON SATURDAY) \_\_\_\_\_ \$

DISCOUNTED TUITION (PLEASE CIRCLE) (SENIOR/STUDENT) \_\_\_\_\_ \$

**TOTAL** \_\_\_\_\_ \$

AGENCY WILL SEND PAYMENT (ATTACH AGENCY DOCUMENTATION): \_\_\_\_\_

### SELECT A PAYMENT METHOD

A CHECK (PAYABLE TO UMSSW-CPE) IS ENCLOSED IN THE AMOUNT OF: \_\_\_\_\_

A PURCHASE OREDER IS ATTACHED IN THE AMOUNT OF: \_\_\_\_\_

CHARGE MY:  MASTER CARD  VISA  DISCOVER

CARD NUMBER:

EXP. DATE:   /   VID# (BACK OF CARD):    AMOUNT AUTHORIZED: \$

SIGNATURE \_\_\_\_\_

**Please fax your registration to 410-706-8325 or mail to: UMSSW CPE 525 West Redwood Street, Baltimore, MD 21201**

| OFFICE USE ONLY    |               |
|--------------------|---------------|
| AMOUNT PAID:       | AMOUNT UNPAID |
| PAID BY:           |               |
| CHECK NUMBER/DATE: |               |
| DEPOSIT/DATE:      | CONFIRM/DATE: |
| ADJUSTMENTS:       |               |

**The School of Social Work is under construction. CPE may be forced to utilize alternative locations on campus. Please review the contents of your confirmation packet for workshop LOCATION!**

**NOTE:** If an agency is sending payment, please indicate this on the registration form, pre-register using a copy of the registration form, and attach documentation. Ultimately, it is the responsibility of the registrant to ensure payment prior to the workshop date.

**REGISTRATION DEADLINE:** Two weeks prior to the workshop(s) in which you wish to enroll. After the deadline, a non-refundable \$20 late fee will be added to the cost of each workshop. Early registration is encouraged.

If special accommodation is needed for a disability, please make request two weeks in advance of program date.

Upon receipt of registration form and tuition payment, a confirmation letter will be sent along with directions and any specific instructions for the registered workshop(s). If you do not receive a confirmation letter within two weeks of registering, please call 410-706-5040, the Office of Continuing Professional Education direct line for registration inquiries.