

Registration Information

Conference Fees: Fees are outlined on the registration form. Members pay \$55 per day, Non-member \$90 per day. There are discounted rates for student members and student non-members. Registrations after April 1st and on-site are \$10 per day higher.

Membership Rate: Membership is not included in your conference fees. To get a member rate, you must be a current member -OR- pay for a membership with your conference registration.

Credit Cards: We are **not** able to accept credit cards for conference fees.

Cancellation Fee: Requests for cancellation of registration and refund must be received by phone or in writing, no later than 5:00 pm, April 4th. A \$20 processing fee will be deducted and checks will be mailed following the conference. SORRY NO REFUNDS FOR last minute illnesses or emergencies. You are welcome to substitute another person.

Pre-Registration: Complete the Registration Form and enclose with your payment, purchase order or scholarship voucher. Mail your registration to:

OAEYC Conference, PO Box 1455, Tualatin, OR 97062

FAX your registration to: 503-233-0185 if accompanied by a purchase order or a mailed payment.

E-mail your registration to: oregonaeyc@covad.net if a check or purchase order is mailed prior to the conference.

No registrations will be taken by phone, but phone inquiries are welcome:

1-800-452-3610 or 503-233-0190

Postmark, fax or email must be no later than April 1st to receive early rate. Postmarks, emails and faxes after April 1st will be at the On-Site rate.

Does your program take a long time to process payments?

Make a photocopy of your registration and send along with a note that the originals have been sent to the business office for payment processing. Check before you leave for the conference that the business office has followed up with your payment. That way you can be registered by the deadline even if the payment is delayed.

Conference Scholarships

Did you know that there is MONEY\$\$\$\$\$ available to support YOUR professional development? The John & Betty Gray Early Childhood Initiative of the Oregon Community Foundation might be able to help YOU! **YOU MUST APPLY NO LATER THAN MARCH 28th!**

For information on scholarships and possible reimbursements, call: The Oregon Center for Career Development in Childhood Care and Education; Teresa Lee: 503-725-8535 or toll free 1-877-725-8535 Email:

centerline@pdx.edu

Or on the web at: www.centerline.pdx.edu Click on the Programs: OCF Statewide Scholarship link

Membership Grants: If you require some financial assistance to attend this conference, send a letter or postcard with your name, address, phone number, and request for partial assistance no later than March 28th!

Send your request for one of the following to: OAEYC Grants, PO Box 1455, Tualatin, OR 97062

- \$60 grant for a OAEYC Regular membership, you then pay member rate.
- \$55 grant for student membership, you then pay student member rate.
- \$20 grant toward conference fees only if you are already a member.
- \$10 toward Student conference fees only if you are already a student member.

You pay the remaining costs for each grant. No more than two grants per program site with preference given to those traveling a long distance.

Volunteer Opportunities: Volunteers who work half time to support the conference can attend the other half for free. Workshop hosts who attend all sessions, receive a voucher for lunch on Saturday. Call OAEYC at 503-233-0190 or 1-800-452-3610 for information or to volunteer no later than April 1st.

Food at the Conference: There will be coffee, tea, muffins and bagels each morning at the conference. On Friday, a Soup and Salad Buffet is include in the registration fee. On Saturday, a full cheese enchilada and salad buffet including beverages, dessert & gratuity may be pre-ordered for \$15. You may bring your own food or leave the campus for food elsewhere.