

EAST RAMAPO TEACHERS' CENTER Winter/Spring 2010
Professional Development Programs

REGISTRATION FORM

- **REGISTRATION DEADLINE:** You **MUST** register by **JANUARY 15th**. **COURSES/PROGRAMS THAT DO NOT MEET MINIMUM ENROLLMENT BY JANUARY 15TH WILL BE CANCELED.**
- To register, send form below by **JANUARY 15TH** -- to the Teachers' Center at 461 Viola Road, Spring Valley, NY 10977. Please indicate the course title on each check.
- For **ERTA Professional Development Institute** courses – A check payable to the Institute for the **FULL INSERVICE TUITION FEE** must be included with your registration form. Checks for canceled courses will be returned. **NO REFUNDS for courses dropped.**
- A **SEPARATE CHECK** must be submitted for each course.
- Registration is by MAIL or COURIER only, on a first-come, first-serve basis. **Online registration is not available for this semester.**
- For salary credit, please be sure to submit a **course approval form to the Personnel office, PRIOR** to registering.

You will be notified **ONLY** if you are **NOT** registered in your choice **OR** if a course is **cancelled**. Please indicate whether you wish credit for the course or if you wish to audit. If a course has a prerequisite, please list title and date of previous course.

COURSE/WORKSHOP TITLE(S)

	<u>Inservice</u>	<u>Audit*</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

Prerequisites: TITLE _____ Date: _____

For online courses (PBS / OLA) for inservice credit - Following district approval, you should register online with the provider and notify the ERTC of the course.

For video courses, please indicate 1st and 2nd choice of days for your group to meet. You will be contacted by the Teachers' Center regarding group study and registration with the provider.

- 1. Video Course: _____ 1st & 2nd choice day _____
- 2. Video Course: _____ 1st & 2nd choice day _____

NAME _____ Employee ID # _____

SCHOOL _____ GRADE _____ SCHOOL PHONE _____

SCHOOL ADDRESS _____

HOME ADDRESS _____

HOME PHONE _____ E-MAIL _____