

**General Information – Adams State College Credit
Graduate Credit: ED 589 – FALL 2011 course**

Registration:

There are two ways to register: 1) online or 2) paper registration at the conference.

All registrants MUST:

- (1) Sign the Attendance Register.
- (2) Pick up **Session Content Form (one for each day)**,
- (3) Complete an Adams State College evaluation, and
- (4) Complete the paper registration form** at the conference if you are not registering On-line.

*****To receive credit, all attendees will need to complete a session content form (one per day),
briefly reviewing the content each day.**

Session content forms must be turned in prior to leaving the conference.

****Paper registration:** Please complete the registration process by 2:30 p.m. on Friday if you are attending two days or Friday (only). For Saturday (only), please complete registration by 10:30 a.m. on Saturday.

Online registration:

Registration will be available until December, 2011.

https://bannerweb.adams.edu/perl/xsreg_prod.pl?page_id=rdginrockies

Payment can be made via credit card, or mail-in via check or money order.

Payment:

One semester hour of credit costs **\$55.00**, and .5 semester credit costs **\$27.50**. Payment is required at the time of registration. For paper registration, pay using a personal check (**made out to Adams State College**) or use the credit card information on the registration form.

Registration and Contact information:

Please sign the Attendance Register including a readable (print only) email address. If there are any problems with registration, email (only) will be used to contact participants.

Requirements:

Please see the syllabus. For the application and written response, use the Session Content Form.

Session Content Forms:

Please completely fill out the information on the top of the form. Students need to complete:

- 1) a written summarization of the content and
- 2) a description of how that information will be used in a classroom setting.

This is not necessary for the lunch speakers.

Grades will be assigned using the completed Session Content Form.

Submitting papers:

Turn in the TOP (white) original form of the paper. Keep the carbon for personal records. Please staple and submit both days' papers together. Staplers are on the Adams State table. Papers will be accepted between 2:30 and 4:00 p.m. on Saturday. For Friday **only** attendees, please turn in papers between 3:30- 4:00 p.m.

Evaluation form:

Please turn in the evaluation form after the Saturday sessions in the box provided.

Grades and Grading:

Please see syllabus. This is a Fall, 2011 class. Adams State posts grades in December.

Checklist:

- Online registration or paper registration
- Sign the Attendance Register
- Completely fill out the Content Session Forms
- Staple and turn in the **WHITE** copies of the Content Session Form papers.