

REGISTRATION INSTRUCTIONS

THREE WAYS TO REGISTER

Online Register online at the CUE web site (www.cue.org). You can join CUE or renew your membership and register for the conference with a MasterCard or Visa only. Deadline for online registration is February 13, 2009 at 5:00 pm (PST). Your registration is complete ONLY when you have received a confirmation on the screen. Then you will receive an email from CUE. Print the email for proof of registration.

Mail Use the form on page 19 of this brochure. You must include payment (by check, Visa or MasterCard) with your form. We do not accept purchase orders and will return any forms that are submitted this way. In order to be eligible for mail-in registration your registration form must be postmarked by February 6, 2009. Any mail received in the CUE office after this postmark date will be returned to the sender. It is the obligation of the school or district to notify its teachers if their registration form was mailed too late (see on-site registration instructions).

Fax Faxed registrations are accepted for credit card purchases only. The fax registration deadline is February 13, 2009 at 5:00 pm (PST).

Confirmation Registrants will receive an individual email identifying the items for which they have confirmed reservations. **Contact the CUE Office if you do not receive a confirmation email notice by February 6, 2009. These emails may be blocked as spam. Print the email for proof of registration.**

On-Site Registration If you miss the pre-registration deadlines you must register onsite. Onsite registration is held in Oasis 1 at the Palm Springs Convention Center. Onsite fees are as follows:

Fees	Full Conference	Saturday Only
Current member	\$240	\$150
New/renewing member	\$280	\$190
Non-member	\$310	\$220

On-Site Registration Hours

Wednesday, March 4	4:00 – 7:00 pm
Thursday, March 5	7:00 am – 5:00 pm
Friday, March 6	7:00 am – 4:00 pm
Saturday, March 7	7:30 am – 12:00 pm

Volunteer at the Conference

Do you want a free conference registration? Volunteer at least 6 hours at the conference for a complimentary conference registration (does not include membership). On the registration form, simply mark the box under Discounts – I want to Volunteer! and CUE staff will contact you about your complimentary registration. Visit www.cue.org/conference/volunteer/ for more information on how you can volunteer. (No discount available for less than 6 hours). You must be a current CUE member to volunteer. NOTE: Most volunteer slots fill up before December!

Membership You must be a current member at the time of the conference to qualify for the current membership rate. To confirm, log in at www.cue.org.

If your membership expiration is April 1, 2009 or later, you are a current member. If it is not, you must pay the New/Renewing Member or Non-Member fee. Your membership expiration date can be found on your mailing label on this brochure, or membership card.

You may also contact the CUE office to locate your membership expiration date at 925/478-3460 or e-mail cueinc@cue.org.

Group Discounts

Don't forget that groups of 10 or more teachers from the same district on the same check or credit card qualify for a group discount. **There are no group discounts for on-site or online registrations.** You must register by mail or fax to be eligible for group discounts:

10-24 registrants	\$10 discount/ registrant
25-49 registrants	\$15 discount/registrant
50-99 registrants	\$20 discount/registrant
100+ registrants	\$30 discount/registrant

In order to be considered for a group discount, all materials **must be submitted together** including:

- A separate conference preregistration form for each attendee with the proper discount group checked (3) on each form.
- One check (or credit card number) for the total amount due for all attendees (including membership fees).
- Each registrant will receive their own email confirmation.

If you have questions regarding membership status, call the CUE office to verify prior to submitting your materials.

Register 5 Teachers, Administrator or School Board Member is Free!

Sign-up five teachers from the same school or district and your Administrator or School Board Member attends for free*. Simply turn in 6 registration forms together, include payment for the five teachers, and check off the "5 Teachers Registered, Administrator is Free!" box on the conference registration form for the administrator. Not available online. You must fax or mail all 6 registrations together.

* Free registration and membership included. Workshops and seminars are not included and must be paid separately. This is not available with group discounts.

One-Day Only Exhibit Hall Tickets

Available by on-site registration only; fee is \$25. Your ticket can be used for a spouse, student, or any teacher or administrator that would like to visit the Exhibit Hall, but who are unable to attend sessions. You will be issued a ticket color coded for a specific day. Valid for exhibit hall only.

Refund Policy–Please Read Carefully

Refund requests must be submitted in writing to CUE, Inc., 877 Ygnacio Valley Road, Suite 104, Walnut Creek, CA 94596. Conference activities requiring pre-registration are not refundable. CUE will retain the \$40 membership fee, and a \$50 data processing fee on all refunds. No refunds will be issued for amounts under \$20.

Please note:

- All refunds will be made to the registrant whose name appears on the registration form, regardless of who paid the fees.
- All refunds are issued in the form of a check. We do not apply refunds to credit cards.
- Refund requests postmarked after **February 6, 2009** will not be honored. Refunds will not be processed at the conference site.
- No refunds for hands-on workshops and seminars.
- Please allow 4-6 weeks for the refund check to arrive.

Special Needs To help us plan for special services, individuals with disabilities are requested to contact CUE, Inc. by **January 26, 2009**. Please call Dana Duree, at 925/478.3459

REGISTRATION FORM | CUE 2009 CONFERENCE | PALM SPRINGS | MARCH 5-7

SORRY, NO PURCHASE ORDERS ACCEPTED

MUST PROVIDE: E-mail Address _____

First Name _____ Last Name _____

Position (Choose one only) : Teacher Administrator Retired Classified TOSA/Tech Coord.
 Parent Student Higher Education Faculty IT Professional Director Librarian Other

Home Work Address Check this box if you do not want your mailing address and/or email provided to conference vendors.
 Check this box if you do not want your mailing address & email provided to educational partners & corporate members of CUE.

Street _____

City _____ State _____ Zip _____

Home Phone _____ Work Phone _____

District/Organization _____

School Site _____ Title _____

Yes, please send conference-related txt msgs to my cell phone _____ - _____ - _____

ORGANIZATION TYPE (Choose one only) : Elementary School Middle School High School Nonprofit
 Community College University Business Sector Government Other _____

CUE Affiliate _____ SIG Selection(s) _____

For Affiliate and SIG selections, refer to back cover. This benefit is available only to current or new/renewing members. You are automatically affiliated according to your zip code. If you wish NOT to be in an affiliate, you must write "None."

A. FEES — EARLY BIRD & PRE-REGISTRATION

Choose Only ONE

EARLY BIRD
 (Deadline Dec. 1, 2008)
 current member \$155
 new/renewing member \$195
 non-member \$225

PRE-REGISTRATION
 (Rates after Dec. 1, 2008)
 current member \$190 \$100
 new/renewing member \$230 \$140
 non-member \$260 \$170

B. DISCOUNTS Taken at time of purchase only

New Student or Renewing Student Member (- \$30)

Current Student Member (- \$20*)

**Membership already discounted by \$10*

(For All Student Discounts: Must be 16 or older. Students must attach a copy of a current class schedule to verify full-time status of 6 semester or 9 quarter units. No exceptions.)

- Group Discount 10-24 (- \$10)
- Group Discount 25-49 (- \$15)
- Group Discount 50-99 (- \$20)
- Group Discount 100+ (- \$30)

(Student and Group discounts not available online)

Main Presenter Comp

(Discount not available to co-presenters)

5 Teachers Registered, Administrator or School Board Member Free! *Not available online and must be mailed or faxed together to receive discount. Refer to instructions on page 18. Not available with group discounts.*

I want to VOLUNTEER!

Complimentary registration for 6 hours of service

C. ADDITIONAL ITEMS NO REFUNDS.

(early bird, Pre-registration only. ALL SALES FINAL.)

- Thursday Professional Development Seminars
- (Code: A20) Leadership Summit \$185
- (Code: A21) Technology Leaders \$150
- (Code A18) Assistive Technology \$110
- (Code A27) Google Learning Institute \$250

Workshops

NO REFUNDS. ALL SALES FINAL

Enter code numbers for selections. Details on pp 10 - 15.

1. _____ \$ _____
 Alternate codes: _____
(if selection is unavailable)
2. _____ \$ _____
 Alternate codes: _____
(if selection is unavailable)
3. _____ \$ _____
 Alternate codes: _____
(if selection is unavailable)

No Additional Charge

- I will attend the General Session. I will attend the Welcome Reception.
- I will attend the Closing Session.
- I will attend the CUE Ball.
- I will attend EduBloggerCon West.

PAYMENT INFORMATION

Total from Pre Reg (A) \$ _____
 Subtract Discounts (B) - \$ _____
 Additional Items (C) + \$ _____

Total Registration Fee

Check (payable to CUE) Visa Mastercard
(SORRY, NO AMEX, NO DISCOVER)

CC Acct. # _____

Exp Date (MM/YY) _____

Print name _____

Signature _____

Please automatically renew my CUE membership next year.

If credit card is declined or incomplete, form will be returned.

HOW DID YOU HEAR

ABOUT CUE 2009?:

- School/Co-worker
- CUE Affiliate Event
- OnCUE Journal
- CUE Web site
- Other educational conferences
- CUE Conference publication
- Advertisement
- DEN Communication
- Other

PLEASE SELECT ONE:

- K-12 Public
- K-12 Independent Schools
- Higher Education

SOURCE OF FUNDING:

- EETT
- Ed Tech K12 Vouchers
- Title I
- Other

IMPORTANT

- Read instructions carefully.
- No phone/email orders.
- Include your payment. Registrations received without payment will be returned. Please pay by check, money order or credit card. No purchase orders accepted.
- An emailed confirmation will be sent to you after your registration has been processed. If you do not receive email by Feb. 6 please contact CUE, Inc.
- Deadlines Early Bird: Dec. 1, 2008; Pre-Reg: Feb 6, 2009 (postmarked); Feb 13, 2009 (fax/online, credit card only)
- For more information call (925) 478-3460; email: cueinc@cue.org, or visit: www.cue.org.

MAIL TO:

CUE Conference Registration
877 Ygnacio Valley Road, Suite 104
Walnut Creek, CA 94596
FAX TO: (925) 934-6799

FOR OFFICE USE ONLY

ST _____

Disc. _____

AT _____

AP _____

OS/Ref/BD _____

C# _____

Init. _____