



2015 Summer Institute for International Counselors

Georgetown University, Washington, D.C.

June 15-18, 2015

Meeting ID: 0161506151

Institute Facilities and Schedule

Registration, lodging, meals and all sessions will be provided on the main campus of Georgetown University in Washington, D.C. On-campus participants will be housed in conveniently located residence halls in single rooms with private baths. The institute opens at 1:30 p.m. on Monday, June 15, and closes Thursday night, June 18. The New Counselor Workshop opens at 10 a.m. on Sunday, June 14. The Post-Institute Non-U.S. Admissions Workshop will be held from 8:30 to 11:30 a.m. on Friday, June 19. Registrants will receive information via email regarding logistics, facilities and the schedule closer to the start of the institute.

Participant Fees

The 2015 Summer Institute fees are offered on a College Board member/nonmember basis. To receive the member rate, your institution must be a member of the College Board. For more information visit: <http://membership.collegeboard.org>.

Registration Fee (please select one only)		
	Member Rate	Nonmember Rate
No accommodation	\$1,370 USD	\$1,690 USD
With private accommodation	\$1,690 USD	\$2,010 USD

*Registration fee include three breakfasts, three lunches, two dinners and resource materials.

Optional Fees (please select all that apply)		
Pre-Institute: New Counselor Workshop (June 14 and 15)		
	Member Rate	Nonmember Rate
No Accommodation	\$315 USD	\$315 USD
With one night private accommodation (June 14)	\$390 USD	\$390 USD
With two nights private accommodation (June 13 & 14)	\$465 USD	\$465 USD

*New Counselor Workshop registration fee include one breakfasts, two lunches, and resource materials.

Post-Institute: Non-U.S. Admissions (June 19)		
	Member Rate	Nonmember Rate
No Accommodation	\$95 USD	\$95 USD

Extending Your Stay: The Summer Institute is an intensive workshop and leaves little time for sightseeing or shopping. For participants wishing to extend their stay to explore the city, we regret that on-campus housing is not available beyond Thursday night, June 18. A list of area hotels can be provided.

Funding: Counselors at U.S. Department of State–assisted schools should have their school head contact their regional education officer to verify if funding/scholarships are available.

Guests: Georgetown University does not have accommodations in residence halls for guests (such as spouses and/or family members) of institute participants.

Travel: Participants are responsible for their own travel expenses. Three airports serve the Washington, D.C., metropolitan area: Baltimore/Washington International Thurgood Marshall Airport (BWI), Dulles International Airport (IAD) and Reagan Washington National Airport (DCA). Taxis and/or shuttle services between these airports and Georgetown University vary in price. More details will be provided in your confirmation packet.

Institute Registration Deadline

The registration deadline is March 31, 2015. Space is limited. Registrations will be processed in the order in which they are received. Full payment of all Summer Institute fees is due by May 30, 2015.

Cancellation/Refund Policy

If a registrant is unable to attend the Summer Institute, he or she may:

- Substitute a colleague from the same institution.
- For cancellation before June 1, request a refund of all fees paid, less a \$75 cancellation fee.
- For cancellation after June 1 and by June 8, request a 50 percent refund of all fees.
- For cancellation after June 8, forfeit all fees (nonrefundable).

All cancellations, substitutions and requests for refunds must be made in writing. Refunds will be issued 30 days after the end of the Summer Institute.



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Participant Information

First / Given Name(s)										Last Name/Surname									
Title																			
Name of Institution (Fall 2015)										Phone (Country Code + Number)									
Address 1 (Fall 2015)										Fax (Country Code + Number)									
Address 2																			
City or Province										Postal Code									
Country																			
Name of Current Institution (if different from above)																			
City or Province										Phone (Country Code + Number)									
Country										Postal Code									
Primary Contact Email																			
Secondary Contact Email																			

Registration deadline is March 31, 2015.

More Information:

For inquiries regarding the Summer Institute, please contact Stephanie Trainor by email at: PD_International@collegeboard.org or by phone at +1 202-741-4723.

Do not send me information and news regarding College Board services, products and other offers via email.

The College Board frequently videotapes and records its events and meetings. By attending this event you consent to being recorded and/or photographed, and authorize the College Board and/or its agents or licensees to use any recording and/or photographs, as well as any statements that you make ("Footage"), in any medium (including, without limitation, audio, video, print, broadcast, etc.) throughout the world at the College Board's sole and exclusive discretion. The College Board may also edit, distribute, exhibit, publicize, advertise and otherwise exploit the Footage in all media and formats, now known or hereafter developed, for commercial and noncommercial use.

Registration Fee (please select one only)

	Member Rate	Nonmember Rate
No accommodation	<input type="radio"/> \$1,370 USD	<input type="radio"/> \$1,690 USD
With private accommodation	<input type="radio"/> \$1,690 USD	<input type="radio"/> \$2,010 USD

* Fees include three breakfasts, three lunches, two dinners and resource materials.

Optional Fees (please select all that apply)

Pre-Institute: New Counselor Workshop (June 14 and 15)		
	Member Rate	Nonmember Rate
No Accommodation	<input type="radio"/> \$315 USD	<input type="radio"/> \$315 USD
With one night private accommodation (June 13)	<input type="radio"/> \$390 USD	<input type="radio"/> \$390 USD
With two nights private accommodation (June 13 & 14)	<input type="radio"/> \$465 USD	<input type="radio"/> \$465 USD

Post-Institute: Non-U.S. Admissions (June 19)		
	Member Rate	Nonmember Rate
No Accommodation	<input type="radio"/> \$95 USD	<input type="radio"/> \$95 USD

Registration Procedures:

Mail this form to:

The College Board
411 Lafayette St. Suite 201
New York, NY 10003

Or fax anytime to:

+1 212-460-5460

Method of Payment

Mail this form to: The College Board, 411 Lafayette St. Suite 201, New York, NY 10003; or fax to: +1 212-460-5460

- I am requesting funding from the U.S. Department of State Office of Overseas Schools (only available to participants from schools assisted by the Office of Overseas Schools)
- Check made payable to: The College Board
- American Express
- Discover
- MasterCard
- Visa

Card Number										/		Exp. Date	
Cardholder's Name													
Cardholder's Signature													