



Name _____

Name on Badge _____

Organization _____

Mailing Address _____

City/State/Zip _____

Country _____

Phone _____ Fax _____

Email Address _____

☐ Check here if you are a first-time attendee.

1. PLEASE INDICATE ANY SPECIAL NEEDS YOU MAY HAVE.

☐ Dietary ☐ Physical Please provide a brief description of special needs. _____

☐ I am interested in being an NCDA International Ambassador at the conference.

☐ I am an International participant and interested in having an NCDA Ambassador at the conference.

2. PROFESSIONAL DEVELOPMENT INSTITUTES (PDIs)

On-site registration cannot be guaranteed. Space is limited. **PLEASE NOTE: The registration fee is per series.**

Please indicate your PDI selection.

Half Day Sunday, July 7, 2013 1:15pm - 5:30pm ☐ PDI#1 ☐ PDI#2 ☐ PDI#3 ☐ PDI#4 ☐ PDI#5 ☐ PDI#6

Half Day Wednesday, July 10, 2013 12:30pm - 6:30pm ☐ PDI#7 ☐ PDI#8

PDIs Half Day	Pre-Registration 5/1/2013	Registration 6/18/2013	**On-Site After 6/18/2013
Regular Member or Non Member	\$185	\$205	\$225
NCDA Student/Retired/New Professional	\$150	\$170	\$190

3. FULL CONFERENCE REGISTRATION JULY 8-10, 2013

Conference registration includes all presentations, exhibits, breaks, and opening reception.

PLEASE NOTE: Professional Development Institutes must be purchased separately.

Full Conference	Pre-Registration 5/1/2013	Registration 6/18/2013	**On-Site After 6/18/2013
NCDA Member	\$399	\$450	\$550
NCDA Student/Retired/ New Professional	\$285	\$315	\$350
Non-Member	\$499	\$550	\$650

4. ONE-DAY REGISTRATION

Please indicate:

☐ Monday ☐ Tuesday ☐ Wednesday

One-day registration includes all presentations, exhibits, and breaks for the specified day.

**The NCDA Headquarters will not be accepting registrations in the office during this time due to pre-conference planning and travel. Please register on-site if you wish to register after June 18, 2013.

Full Conference	Pre-Registration 5/1/2013	Registration 6/18/2013	**On-Site After 6/18/2013
NCDA Member/Non-Member	\$235	\$255	\$275
NCDA Student/Retired/ New Professional	\$185	\$205	\$235

Please turn over to complete.



5. TECH LAB -\$10 PER LAB

If you would like to register for the included Tech Lab please indicate the 'T#' below (T1, T2, etc):

6. NCDA MEMBERSHIP

☐ Yes, I would like to join/renew NCDA and save on my conference registration fee. Please check the following.

☐ **Regular Member** - \$85 annually

For those who have an interest or involvement in career development.

☐ **Student Member** - \$35 annually

Students enrolled in programs preparing them for counseling and other career development areas.

☐ **New Professional Member** - \$35 annually

For graduates in their first year of employment in the career development field. New Professionals are offered reduced membership dues for a limit of one year following graduation.

7. SPECIAL EVENT TICKETS

(attendees - your name badge is your ticket to the Welcome Reception and Gala)

Non-Attendee Gala @ \$20 per ticket # needed _____ Non-Attendee to Welcome Reception @ \$20 per ticket # needed _____

8. AMOUNT DUE

Half Day Sunday, July 7, 2013

PDI # _____ \$ _____

Half Day Wednesday, July 10, 2013

PDI # _____ \$ _____

Full Conference Registration Amount – July 8-10, 2013

\$ _____

One-Day Conference Registration Amount

\$ _____

Tech Lab (Limit 2 per person)

Lab # _____ \$ _____

NCDA Membership

\$ _____

Special Event Tickets

\$ _____

TOTAL AMOUNT DUE

\$ _____

9. PAYMENT

- Payment must accompany your registration form or your registration will not be processed.
- If paying by Purchase Order – A copy of the PO must accompany registration form or your registration will not be processed.
- Payment must be made in U.S. dollars. Foreign payments must include exchange fees.
- Foreign payments by credit card will be charged a \$25 processing fee.
- Payment must be made payable to: National Career Development Association (FEI#: 52-6045839)

☐ Check ☐ Visa ☐ Master Card ☐ Purchase Order # _____

Credit Card Number _____ Expiration Date _____

Cardholder Name _____ Security Code: _____

Signature _____

QUESTIONS???

Visit our website at www.ncdaconference.org

Please contact the NCDA office at:

305 N. Beech Circle, Broken Arrow, OK 74012

Phone: (866) 367-6232 (FOR-NCDA) or (918) 663-7060

Fax: (918) 663-7058

Email: bcarter@ncda.org

IMPORTANT REMINDERS

Cancellations received in writing prior to **June 10, 2013** will be subject to a \$50 US processing fee. Due to costs NCDA incurs for guaranteeing a final food & beverage count on this day, NO refunds will be given after this date. If paying via purchase order, your organization will be required to fulfill the purchase order though you do not attend due to the guarantee provided for food/beverage & additional costs we incur on your behalf. Refunds will not be given for no-shows after the conference due to the costs incurred as explained above.