



Convention Registration

Registration and Payment Methods

Please read all instructions and policies carefully before registering for the 44th Annual TESOL Convention and Exhibit. By completing registration for the convention, you consent to abide by the policies outlined below. Any questions about policies should be addressed to conference services staff at conventions@tesol.org. TESOL offers registration online, by fax, and by mail. Because of potential errors in credit card transcription, TESOL does not offer registration by phone. TESOL accepts VISA, MasterCard, and American Express.

Register online: Go to www.tesol.org/register and use your credit card.

Register by fax: Send your registration form with credit card payment to TESOL 2010 at +1 866-614-5463 (U.S. and Canada) or +1 514-228-3151 (international).

Register by mail: Send your form with check or credit card payment to
TESOL 2010 Registration Services
c/o Laser Registration
1200 G Street NW, Suite 800
Washington, DC 20005-6705 USA

Important: After registering online or faxing your form to Laser Registration, please do not mail your form. Doing so may delay processing of your registration.

Any issues pertaining to the current status of membership will have to be resolved before registering for the convention. For example, if your membership requires any type of verification, that verification must be received and the membership status updated before convention registration is possible.

Questions about registration? E-mail TESOL@Laser-Registration.com or call customer service at +1 866-999-3032 (U.S. and Canada) or +1 514-228-3074 (international), Monday–Friday, 8:30 am–8 pm Eastern Standard Time.

Register Early and Save!

Registration opens on November 18, 2009, for members and December 1, 2009, for nonmembers. The earlier you register, the more you can save!

Early Registration: If your registration is submitted or postmarked by 11:59 pm EST on February 1, 2010, you will receive the maximum discount.

Advance Registration: If your registration is sent from February 2–March 1 (11:59 pm EST), 2010, you will receive the still-discounted advance registration rate.

Regular On-Site Registration: All registrations submitted after the March 1, 2010, deadline will be subject to the higher on-site rate and may be subject to processing delays.

If you are not able to mail your form by March 1, 2010 please plan to register on-site at the Boston Convention and Exhibition Center beginning Tuesday, March 23, 2010, at 3 pm. Registrations received by Laser Registration after March 15, 2010, will not be processed. Do not fax or mail your form directly to the TESOL Central Office because this may cause processing delays.

***There is no deadline for online registration.** You may register online through March 27, 2010. All other registration dates and rates above apply.

Other Ways to Save

Membership: Save up to \$230 on your convention registration by [joining TESOL](#) (see page 45). Join TESOL, receive all the great publications and benefits of being a TESOL member—and save on your convention registration.

Group Discounts: Institutions or districts can save up to \$65 on each registration by registering five or more attendees at the same time. All registrations included in the group must be sent in together, and must be received by March 1, 2010.





Purchase Orders

Purchase orders will be accepted if postmarked by February 1, 2010. All purchase orders will be invoiced within one week of receipt; full payment must be received by March 15, 2010.

Note: The convention registrar will send an invoice to the issuer of purchase orders; however, it is the attendee's responsibility to make sure institution purchase orders have been paid. **Purchase Orders must be paid in full before registration credentials can be issued.**

Purchase orders will only be accepted from an institution and must accompany the registration form. Each purchase order must contain the following information:

- Name of each attendee
- Amount due for each attendee
- Total amount due for purchase order
- Separate completed registration form for each attendee listed on the purchase order
- Payment for any ticketed event(s) not covered by purchase order but marked on registration form

Purchase orders will be returned unprocessed for any of the following reasons:

- Postmarked after the February 1, 2010, deadline
- Not accompanied by separate registration form for each attendee listed on the purchase order
- Amount of purchase order does not match amount on registration form(s)
- Purchase order tender amount is not totaled in U.S. dollars

IMPORTANT NOTICE: Absolutely no purchase orders will be accepted after February 1, 2010, by Laser Registration or by TESOL. Purchase orders will not be accepted on-site as a form of payment.

The original purchase order and registration form for each attendee must be mailed to the convention registrar:

TESOL 2010 Registration Services
c/o Laser Registration
1200 G Street NW, Suite 800
Washington, DC 20005-6705 USA

Confirmation

Registration confirmations will be issued within 2–3 business days of receipt of your registration. Attendees who provide valid e-mail addresses will receive their confirmation via e-mail. If no e-mail address is provided, confirmation will be sent via fax or regular mail. If you do not receive confirmation, please contact Laser Registration via phone at 866-999-3032 (U.S. and Canada) or 514-228-3074 (international), or e-mail

TESOL@Laser-Registration.com. *Please do not contact TESOL Central Office to confirm your registration. TESOL Central Office does not manage the registration files.*

Note: Please place TESOL@Laser-Registration.com on your spam software's "safe" list to ensure receipt of e-mails.

Cancellations and Refunds

Requests for refunds of registration fees must be received, in writing, by February 26, 2010. A \$50 processing fee will be deducted from the registration fees paid. Pre- and Postconvention Institutes, Educational Site Visits, Breakfast With TESOL's Best, Tea With TESOL's Best, K–12 Dream Day, and Leadership Development Certificate Program fees are not refundable. Refund requests received after the February 26, 2010, deadline will not be honored. Please allow approximately 4–6 weeks after the convention to receive refund checks, and two billing cycles for credits to appear on credit card statements. Membership dues will only be refunded if specifically requested.

No refunds are issued on-site. Requests for refunds should be sent to

TESOL 2010 Registration Services
c/o Laser Registration
1200 G Street NW, Suite 800
Washington, DC 20005-6705 USA

Or e-mail TESOL at tesol@Laser-Registration.com



Registration

The 44th Annual TESOL Convention and Exhibit Registration Form

Online registration is available at www.tesol.org/registration/

REGISTRANTS: Please read pages 40-41 of the Advance Program for registration policies before completing this form.

IMPORTANT: Registrations must be submitted or postmarked by 11:59 pm EST on February 1, 2010, to qualify for the early registration rate, and between February 2 and March 1, 2010 (11:59 pm EST), to qualify for the advance registration rate. Registrants wishing to register at the member rates must hold active membership in TESOL through May 1, 2010.

Register online at www.tesol.org/register/

Or mail or fax registration form to

TESOL 2010 Registration Services
c/o Laser Registration
1200 G Street NW, Suite 800
Washington, DC 20005-6705 USA

Fax +1 866-614-5463 (U.S. and Canada)
+1 514-228-3151 (international)
Tel. +1 866-999-3032 (U.S. and Canada)
+1 514-228-3074 (international)
E-mail TESOL@Laser-Registration.com

Registrant Information

TESOL Membership # _____ Expiration Date _____
Last (Family) Name _____
First (Given) Name _____
Middle Initial _____
Mailing Address is Home Office (please check one)
Institution or Company _____
Mailing Address _____
City _____
State/Province _____
Zip/Postal Code _____ Country _____
Telephone _____ Fax _____
E-mail _____

Badge Information (please complete this section only if this information is different from above)

Badge Name _____
Institution/Company _____
City _____
State/Province _____
Country _____

Check if you do not want TESOL to provide your registration address to exhibitors and other interested educational organizations.

Interpreter Services/Special Needs

Please contact Conference Services at conventions@tesol.org about ASL interpreter services or other special needs.

Important: By submitting this registration form you are acknowledging that you have read and understand the registration, membership, and cancellation policies of the 44th Annual TESOL Convention and Exhibit listed on pages 40-41, and 44 of the Advance Program.

Tell Us About Yourself

Are you a new member of TESOL? Yes No

Are you a new teacher (teaching 2 years or less)

Yes No

1. Position (check all that apply)

- A. Full Time
- B. Part Time
- C. Student
- D. Retired
- E. Classroom Teacher
- F. Professor
- G. Dept. Head/Chair
- H. Principal
- I. Supervisor/Coordinator
- J. Administrator
- K. Consultant
- L. Teacher Educator
- M. Director
- N. Researcher
- O. Other

2. Institution/Instructional Level (check all that apply)

- A. Pre-K
- B. Elementary School
- C. Middle School
- D. Secondary School
- E. 2-year/Community College
- F. 4-year College
- G. Graduate/Postgraduate
- H. Business/Corporate
- I. Nonprofit
- J. Religious Institution
- K. Adult Education Program
- L. TESL/TEFL Certificate Program

3. Primary Area of Practice (check only one)

- A. ESL/EFL Instructor
- B. ESL/EFL Educator
- C. ESL/EFL Educator with some Mainstream Instruction
- D. Mainstream with some ESL/EFL Instruction

- E. Mainstream Educator
- F. Applied Linguistics
- G. Bilingual Educator
- H. TEFL/TESL Instructor
- I. TEFL/TESL Educator

4. Decision Making

- A. Recommend Products and Services
- B. Identify Needs/Make Purchases
- C. Give Final Purchase Approval
- D. No Purchasing Authority
- E. Able to Hire/Make HR Decisions

5. Plan on Recommending/Purchasing Products I see at the TESOL Convention and Exhibit within (check only one)

- A. 0-6 Months
- B. 7-9 Months
- C. 10-12 Months
- D. Not applicable

Name of Registrant

Last (family) Name _____ First (given) Name _____ Telephone Number _____

A. Registration and Dues (check appropriate boxes below)

	Early Registration (on or before February 1)	Advance Registration (February 2 - March 1)	Dues (C200)	Membership Add-Ons (see Membership Application (C201))	Subtotal
<input type="checkbox"/> 1. Member Registration*	\$315	\$345	\$ _____	\$ _____	\$ _____
<input type="checkbox"/> 2. Member Group Registration*+	\$260	\$280	\$ _____	\$ _____	\$ _____
<input type="checkbox"/> 3. Nonmember Registration	\$530	\$575	NA	NA	\$ _____
<input type="checkbox"/> 4. Nonmember Group Registration+	\$525	\$565	NA	NA	\$ _____
<input type="checkbox"/> 5. Student Member*	\$135	\$150	\$ _____	\$ _____	\$ _____
<input type="checkbox"/> 6. Retired Member*	\$170	\$180	\$ _____	\$ _____	\$ _____
<input type="checkbox"/> 7. Part-Time/New Teacher Member*	\$255	\$275	\$ _____	\$ _____	\$ _____
<input type="checkbox"/> 8. PCI (member) only*		-see section B below-	\$ _____	\$ _____	\$ _____
<input type="checkbox"/> 9. PCI (non-member) only*		-see section B below-	\$ _____	\$ _____	\$ _____
<input type="checkbox"/> 10. K-12 (member) only*		-see section B below-	\$ _____	\$ _____	\$ _____
<input type="checkbox"/> 11. K-12 (non-member) only*		-see section B below-	\$ _____	\$ _____	\$ _____
				Total A	\$ _____ A

*If your membership expires on or before May 1, 2010, you must renew to remain eligible for the member-discounted registration rate. See page 44 for details about membership.
 +A school or district is eligible for group rates if sending five or more attendees. All registrations included in the group must be sent in together and must be received by March 1. After March 1, they will be processed at the individual rate.

B. Ticketed Events/Optional Fees

Please indicate your first choice and alternates in the spaces below.

K-12 Dream Day Workshop Wednesday

Please refer to pages 20-21 for more information about the workshop or download the Dream Day brochure for details.

By March 1:

[124] Full Day (member \$135, nonmember \$165) \$ _____ Cost

[125] Half Day AM [126] PM (member \$70, nonmember \$85) \$ _____

After March 1:

[124] Full Day (member \$160, nonmember \$200) \$ _____

[125] Half Day AM [126] PM (member \$90, nonmember \$110) \$ _____

Pre- and Postconvention Institutes – Please refer to page 28 for event information, and go to www.tesol.org/pcis for event titles, abstracts, and numbers.

Full Day

By February 1: TESOL Member \$175, nonmember \$205

After February 1: TESOL Member \$205, nonmember \$235

[1-5] Tuesday, 9 am–4 pm _____ _____ _____ Cost

[15-21] Wednesday, 9 am–4 pm _____ _____ _____

Half Day

By February 1: TESOL Member \$125, nonmember \$155

After February 1: TESOL Member \$155, nonmember \$185

[6-10] Tuesday, 1 pm–5 pm _____ _____ _____ Cost

[11-14] Tuesday, 5 pm–9 pm _____ _____ _____

[22-25] Wednesday, 8 am–12 pm _____ _____ _____

[26-30] Wednesday, 1 pm–5 pm _____ _____ _____

[31-35] Saturday, 2 pm–6 pm _____ _____ _____

Leadership Development Certificate Program (LDLCP)

Please refer to page 29 for more information, or go to www.tesol.org/ldcp for workshop descriptions, times, and days. \$90 for entire program.

[100] First-time LDLCP registrant (Strand 1) \$ _____ Cost

[101] First-time LDLCP registrant (Strand 2) \$ _____

Includes 4 required workshops on March 24, 2010, 9 am–4 pm

[102] Continuing LDLCP registrant Strand 1 \$ 0

[103] Continuing LDLCP registrant Strand 2 \$ 0

[104] Continuing LDLCP registration (online) \$ 30

Required Workshops (Strand 1)

36 38

37 39

Electives (Strand 1 and 2)

40 42 44 46

41 43 45 47

Breakfast with TESOL's Best —Please refer to pages 30-31 (\$35 each)

First Choice Alternate Cost

[48-55] Thursday _____ _____ \$ _____

[56-64] Friday _____ _____ \$ _____

[65-72] Saturday _____ _____ \$ _____

Tea With TESOL's Best —Please refer to pages 32-33 (\$35 each)

First Choice Alternate Cost

[73-80] Thursday _____ _____ \$ _____

[81-88] Friday _____ _____ \$ _____

[89-96] Saturday _____ _____ \$ _____

Educational Site Visits —Please refer to pages 38-39 (\$70 each)

First Choice Alternate Cost

[105-120] Wednesday _____ _____ \$ _____

Raffle Tickets* # of tickets ordered

[121] 1 ticket = \$3 # _____ \$ _____

[122] 3 tickets = \$7 # _____ \$ _____

[123] 5 tickets = \$10 # _____ \$ _____

* All proceeds from the raffle support the TESOL Awards and Grants Program. On-site pricing may be higher.

Total B \$ _____ **B**

Total **A*** \$ _____ + Total **B*** \$ _____ = \$ _____

*TESOL reserves the right to charge the registrant the correct amount, if the total reflected on the form is not the same as the total listed above. Full payment must accompany registration form to be processed.

Payment Information: Please make check or purchase order payable to TESOL.

Payment must be made in U.S. dollars. Checks will be processed electronically. If you do not want your check converted electronically, please select another method of payment.

Check # _____ Personal Check

Company Check

Purchase Order (See page 41) Send purchase orders and all registration forms to Laser Registration. Purchase orders must be postmarked by February 1, 2010. Full payment must be received by March 15, 2010.

Purchase Order # _____

(please print)

Credit Card VISA MasterCard American Express

Credit Card Number _____ Expiration Date _____

Cardholder Name _____

Billing Address _____

State/Province Zip/Postal Code Country _____

Signature _____

All ticketed events have limited registration, and space may fill quickly. TESOL recommends that you include alternative events, in addition to your first choice. TESOL will endeavor to place registrants in the event of their choice but cannot guarantee your first or alternate selection of ticketed events. Should all selected events become filled, and you have paid by check, you will be refunded the amount of the event for which you could not register. If you are paying with a credit card, your card will not be charged for sold-out events.

