



FOUR WAYS TO REGISTER

- 1. REGISTER ONLINE** at ucda.com
- 2. MAIL** your completed registration form with payment to:
UCDA Design Education Summit
199 Enon Springs Road West, Suite 400
Smyrna, Tennessee 37167
- 3. CALL 615-459-4559** with your registration information and your credit card number.
- 4. FAX 615-459-5229** your completed registration form and payment information (purchase order or credit card numbers).

A confirmation letter will be sent to you after registration is received and processed. Occasionally conferences fill to capacity before the registration cut-off date, so please register early.

REGISTRATION CANCELLATIONS

Cancellation requests must be made in writing by 4:30 p.m. (Central) either by fax at 615-459-5229 or by email at info@ucda.com.

If UCDA receives your cancellation:

- At least four weeks before the program start date—you will receive a full refund (minus a \$25 processing fee).
- Three weeks before the program start date—you will receive 75% refund.
- Two weeks before the program start date—you will receive 50% refund.
- Less than two weeks before the program start date—you will not receive a refund.
- "No-shows"—You will not receive a refund.

Name changes and substitutions can be made anytime before the program start date.

May 20-22, 2018
Youngstown State University
Youngstown, Ohio



UCDA Design Education Summit is a program of the University & College Designers Association.

UCDA DESIGN EDUCATION SUMMIT REGISTRATION FORM

NAME (LAST)	NAME (FIRST)
POSITION/TITLE	NAME (as you would like it to appear on your name tag)
INSTITUTION/COMPANY	DEPARTMENT/OFFICE
STREET ADDRESS	
CITY	STATE ZIP
COUNTRY	EMAIL
PHONE	FAX

REGISTRATION FEES	REGULAR	EARLY BIRD by April 13	TOTAL
Non-member/Subscriber	<input type="checkbox"/> \$295	<input type="checkbox"/> \$245	
REDUCED MEMBER RATES			
UCDA Partner Member Partner Member No. _____	<input type="checkbox"/> \$270	<input type="checkbox"/> \$220	
UCDA Member (Professional, Associate, or Faculty) Member No. _____	<input type="checkbox"/> \$245	<input type="checkbox"/> \$195	
Student (Member or Non-member)	<input type="checkbox"/> \$195	<input type="checkbox"/> \$145	
OPTIONAL ACTIVITIES			
TBD	<input type="checkbox"/> TBD	<input type="checkbox"/> TBD	
TBD	<input type="checkbox"/> TBD	<input type="checkbox"/> TBD	
TBD	<input type="checkbox"/> TBD	<input type="checkbox"/> TBD	
TBD	<input type="checkbox"/> TBD	<input type="checkbox"/> TBD	
All rates in US dollars.	Grand Total (USD)		\$

PAYMENT (UCDA's Federal Tax ID #34-1302823)

Check enclosed (made payable to UCDA in U.S. dollars)

Purchase Order No. _____ (Please include a copy of the P.O.)

Charge my credit card: VISA MasterCard American Express Discover

CARD NUMBER	EXPIRATION DATE
NAME ON CREDIT CARD	SECURITY ORV CODE
CARDHOLDER SIGNATURE	BILLING ZIP CODE

REGISTER BY APRIL 13 FOR THE BEST DEAL!

Visit the UCDA Design Education Summit web page to see reservation information for the **DoubleTree by Hilton Youngstown Hotel**. Mention that you are attending the UCDA Design Education Summit to receive the discounted rate of \$129 (plus tax).

After Ari 13 all rooms in UCDA's block will be released and sold at the hotel's standard rate.

You may contact us at:
UCDA Home Office
199 Enon Springs Road West
Suite 400
Smyrna, Tennessee 37167

615-459-4559
615-459-5229 fax

ucda.com
info@ucda.com

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