




# SLI San Antonio Registration and Cancellation

## Registration

Online registration is open from **8 a.m. (CST) April 15 until 5 p.m. May 24**. Before you register, be sure to review the session descriptors and complete the **Session Selection Sheet (available April 15)** to determine the sessions that will be included with your registration. ***Registrations will not be processed without session selections indicated.***

To speed up the registration process and ensure accuracy, register through [myTASB](#)  Event Registration—the enhanced meeting registration process whereby individual and district information is automatically pulled from the TASB membership database. If you do not have myTASB access, you may [request it here](#)  (pdf).

### *myTASB Registration Benefits*

- Less data entry; names and district information automatically pulled from the TASB membership database (if you have new board members, be sure to update your district records by accessing the Board/Officer or Administrative Staff Update link through [myTASB](#) )
- Name badge accuracy
- Accurate information for continuing education training credit reporting

Before you log on to register, be sure that sessions have been pre selected for each registrant and that a district purchase order or credit card is available for payment.

### **Fees: Board members and administrators**

Fees are waived for board members and administrators of school districts and ESCs.

### **Fees: All others**

**Registration Option 1—\$350** for programs offered Thursday morning through Saturday afternoon, and includes the following:

- Breakfast all three morning
- Lunch Thursday and Friday
- Refreshment breaks each day
- Workshop materials
- Up to 14.5 hours of continuing education credit

**Registration Option 2—\$290** for programs offered Friday morning through Saturday afternoon, and includes the following:

- Breakfast both morning
- Lunch Friday
- Refreshment breaks both days
- Workshop materials
- Up to 8.5 hours of continuing education credit


**Registration Option 3 (includes Post-Legislative Conference)—\$500** for programs offered Wednesday evening through Saturday afternoon, and includes the following:

- Dinner Wednesday evening
- Breakfast all three mornings
- Lunch Thursday and Friday
- Refreshment breaks each days
- Conference and workshop materials
- Up to 18 hours of continuing education credit

*Newly elected board members can complete their required Open Meetings Act training by attending the School Law Basics session.*

## **Cancellation**

While the registration fee for the 2013 Summer Leadership Institute has been waived for TASB active member entities, **we still need you to submit a formal cancellation notice** if you cannot attend so adjustments can be made to food and beverage orders, room setups, and materials reproduction.

In the event you need to cancel, please complete the [TASB cancellation form](#)  and *return it to us by May 29.*

If TASB must cancel the event, TASB will not be responsible for any indirect, special, or consequential damages (including transportation, lodging, and meal costs) sustained by the registrant.

Questions? Contact the TASB Registrar at 800.580.8272, extension 2219, or e-mail [registrar@tasb.org](mailto:registrar@tasb.org).