ACEC New York
American Council of Engineering Companies of New York

PDH Webinar # 32

Coursework Accreditation Certification Seminar

Date: November 11, 2010
Time: 11:30 AM–12:30 PM EST
Location: YOUR OFFICE PC
Credit: 1 PDH

Costs: $70 (Member rate) for a single site connection, allows participants in your listening audience (pricing across). Each registration includes 1 Telephone (Audio) and 1 Internet (Visual) connection (one site connection). The call-in line is toll free. Multiple connections at one site require a separate site fee and registration form. Please list all attendees (per site) on this form and the contact person (Site Coordinator*). Attendees may be added on day of Webinar but must register for site connections ahead of time.

Details: To participate you need a speaker phone to hear the audio, and a PC/laptop with Internet connection for the visual. Individual sites will have the opportunity to ask questions to the presenter. ***Suggested:*** *A Site may have 1 site connection, and project images to an audience. Therefore, they pay only one site fee in addition to attendees fees.*

PDH Credit: After receiving your site's faxed sign-in/attendance sheet (and e-mailed Excel sheet), we will send certificates via e-mail to the Site Coordinator* at your firm.

Cancellations/Changes: If a site fails to connect on day of Webinar, no refunds will be issued. No-show attendees will be charged; however, substitutions are allowed.

Course Description: To provide training certification or an update to those individuals previously trained as an Evaluator of courses submitted for continuing education approval of engineering courses under NYS SED regulations. The course will provide an introduction/overview of the current regulations plus a discussion of requirements that need to be met for a course to receive approval for continuing education in engineering. Plus, discuss some lessons learned.

Instructor: Jay J. Simson, C.A.E., President

Webinar Rates:

ACEC NEW YORK MEMBERS**

Site Fee + One Attendee (1 PC connection)	$ 70
First 5 Attendees (per person)	$ 20
Additional Attendees (per person)	$ 15
Non-PDH Attendees (per person)	$ 15

***ACEC New York will not charge a registration fee for current evaluators who are planning to continue reviewing courses. Also any participant who becomes an active evaluator can also attend free of charge.*

To Register Your Site: Fax to 518-452-1710 or mail this form to ACEC New York.
Our partner, Contract Solutions Group (CSG) will be managing the technology portion of the seminar and will be confirming your registration by email. When you receive the confirmation email, we ask that you reply or return receipt so CSG is assured you'll successfully receive the important *Connection Instructions* email sent 2-days before the program date, which will include connection instructions for the web platform, dial-in number for the audio and a link for downloading the PowerPoint Handout and other program materials. If your firm filters incoming email, please add contractsolutionsgroup.com to your list of approved senders.

SITE REGISTRATION (forms due by November 8, 2010) Please Print Clearly

Firm Name

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Is the Coordinator taking this Webinar? YES ❒ NO ❒
Attendees Names at this Site (at one PC connection):
*If more space if required please attach separate sheet.

Name of Site Coordinator*

E-mail **(REQUIRED)** for Coordinator

Site Coordinator Phone #

*Office person responsible for loading seminar on PC

**All employees of ACEC New York firms, including offices outside of New York

***ACEC national members (but not of ACEC New York)

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Next 5 Attendees: $

Over 6pp or Non-PDH: $

TOTAL: $

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