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| **2016** NEMCI&A  Institute & Academy  Registration Form |  | **1st & 2nd Year** Institute Request:  \_\_\_\_I have \_\_\_\_I have not confirmed with:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_as my roommate. |
| Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | 3rd Year Institute & Academy ***ONLY***: |
| Nickname:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_as my suite-mate |
| Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_as my suite-mate |
| Of City/Town:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_as my suite-mate |
| Population:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | \_\_\_\_\_\_\_Please assign a roommate. |
| Office Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | \_\_\_\_\_\_I am a female \_\_\_\_\_I am a male |
| City/Town:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | *Note*: No room changes will be made on the day of arrival. To assist with room assignments please send in your registration and deposit as soon as possible. |
| State:\_\_\_\_\_\_\_\_\_\_\_\_\_\_Zip:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| Office Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
| Home:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | ***Scholarships***: I have applied to the following: |
| Fax:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | \_\_\_\_State \_\_\_\_County \_\_\_\_NEACTC \_\_\_\_IIMC/MCEF |
| E-mail:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | \_\_\_\_Other Please specify:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **~~~*Registration Deadline-Monday, June 20, 2016*~~~** |  | *~~Please remember when applying for scholarship funds to subtract your deposit fee.* |
| Please check all that apply:  \_\_\_\_CMC \_\_\_\_MMC \_\_\_\_NEACTC Member |  | **Please enroll me for:** |
| My computer skill level is: |  | \_\_\_\_**Institute Year 1** $850. |
| \_\_\_\_Beginner \_\_\_\_Intermediate \_\_\_\_Advanced | \_\_\_\_**Institute Year 2** $850. |
|  |  | \_\_\_\_**Institute Year 3** $850. |
| **Please mail completed registration form and $75 non-refundable deposit to:**  Ann M. Quirk, CMC  367 Main Street  Hyannis, MA 02601  Phone: 508-862-4050 Fax: 508-790-6326 |  | \_\_\_\_Academy A: **Parliamentary Procedures** $925, 4 Days |
|  | \_\_\_\_Academy B: **Super Clerk Survivor** $500, 2 Days  *Choose One:* \_\_\_ Monday/Tuesday**†** ……………….\_\_\_ Wednesday/Thursday |
|  | \_\_\_\_Academy C: **Managing Lists, CalculatingData/Excel** $500, 2 Days |
| [ann.quirk@town.barnstable.ma.us](mailto:ann.quirk@town.barnstable.ma.us) |  | \_\_\_\_Academy D: **Managing Municipal Data/Access** $500, 2 Days |
|  |  | \_\_\_\_**Athenian Dialogue** $100. Sunday Only |
| Registrations received after June 20th, 2016 must pay  a $25 late fee. No registrations will be accepted after  June 24th, 2016. |  | \_\_\_\_Add $50 for Overnight lodging & Breakfast for Athenian or each *additional* night for Academy |
|  | \_\_\_\_Additional Banquet Tickets #\_\_\_\_\_\_\_ x $65 each**\*\*** |
|  |  | **\*\***Graduation Students get 1st preference on add’l banquet tickets. Additional tickets are limited to 2. |
| **MAKE CHECKS PAYABLE TO: NEMCI&A** |  | **†** Mon/Tues Academy students that wish to stay for the banquet on Thursday will pay additional charges food and lodging. Contact Ann Quirk. Be sure to order your tickets ahead of time. |
|  |  | **TOTAL DUE**: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ -$75. Deposit |