

# Mentor-Coach Processes for School Leaders

Virtual Sessions via Zoom

Wednesdays • January 23 – May 8, 2019 • 4:30 – 7:30 p.m.

## Registration Form

*Registration Deadline – January 22, 2019*

Title \_\_\_\_\_ Name \_\_\_\_\_ Position \_\_\_\_\_

School \_\_\_\_\_ School Division \_\_\_\_\_

School Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

School Phone \_\_\_\_\_ School Fax \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Email \_\_\_\_\_

### Degrees:

Degree \_\_\_\_\_ School \_\_\_\_\_ Year \_\_\_\_\_

Degree \_\_\_\_\_ School \_\_\_\_\_ Year \_\_\_\_\_

Degree \_\_\_\_\_ School \_\_\_\_\_ Year \_\_\_\_\_

### Registration Fee:

\$500 – Per person (*does not include required course texts*)

**Total Amount Enclosed:** = \$ \_\_\_\_\_

**Payment Method:** please check (✓)

- Purchase Order Enclosed (must be ATTACHED to registration form)
- Check Enclosed
- Credit Card (complete information on the bottom of this registration form)

Make check payable to "VFEL" and MAIL WITH THIS FORM TO

**OR**

Complete the information requested in the box below if you are registering by Credit Card and fax to 804.355.4262.

**VFEL**  
**4909 Cutshaw Avenue**  
**Richmond, VA 23230**

Credit Card Information:  MC  VISA Amount to be charged \$ \_\_\_\_\_

Credit Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Name on Card \_\_\_\_\_

Billing Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

### WITHDRAWAL POLICY:

Last day for participants to WITHDRAW from the course for a refund (minus a \$50 processing fee; this fee also applies to purchase orders) is February 12th. All refunds will be issued after the last class meeting, May 8, 2019.

*This VFEL course qualifies for ninety (90) recertification points. Check with your school division's personnel office for details and requirements.*