Training Registration

College of Social Work | ,
Office of Continuing Education
1947 College Road, 400 Stillman Hall
Columbus, Ohio 43210
Phone: 614-292-7686
Fax: 614-292-1409
http://csw.osu.edu/trainingforprofessionals/

Please complete this form, select Submit email button to send electronically or fax registration to 614-292-1409. Make sure to select the trainings you wish to attend and your method of payment. If you wish to pay by credit card, we will call you once we have received your registration. See page two for cancellation policy.

Name _____

Agency _____

Work Number _____

email _____

License Number: Social Work and MFT _____

Home Address _____

City/State/Zip _____

Cell or Home _____

Program ID date of		FEE please select from drop down list	CHECK here to attend
130425	Basic Ethics, 3 CEU (9 - 12:15 pm)	PLEASE SELECT ONE	☐ Sign Up
130426	Trafficking: Evidence Based Diagnosing 3 CEU (9 - 12:15 pm)	PLEASE SELECT ONE	☐ Sign Up
2013 DBT	DBT 4 Part Series | 12 CEU TOTAL	PLEASE SELECT ONE	☐ Sign Up
130503	DBT Series Part 1, 3 CEU (9 - 12:15 pm)	PLEASE SELECT ONE	☐ Sign Up
130508	M.I., 3 CEU (5- 8:15 pm)	PLEASE SELECT ONE	☐ Sign Up
130510	DBT Series Part 2, 3 CEU (9 - 12:15 pm)	PLEASE SELECT ONE	☐ Sign Up
130516	Foster Care, 3 CEU (9 - 12:15 pm)	PLEASE SELECT ONE	☐ Sign Up
130517	DBT Series Part 3, 3 CEU (9 - 12:15 pm)	PLEASE SELECT ONE	☐ Sign Up
130520	Supv the LISW Candidate, 6 CEU (9 - 4:15 pm)	PLEASE SELECT ONE	☐ Sign Up
130523	Media and Messaging, 3 CEU (1 - 4:15 pm)	PLEASE SELECT ONE	☐ Sign Up
130524	DBT Series Part 4, 3 CEU (9 - 12:15 pm)	PLEASE SELECT ONE	☐ Sign Up
130604	Conflict Management for SUPV, 6 CEU (9 - 4:15 pm)	PLEASE SELECT ONE	☐ Sign Up
130607	Spirituality, 6 CEU (9 - 4:15 pm)	PLEASE SELECT ONE	☐ Sign Up
130611	FCBDD: Service Coordination, 2 CEU (1 - 3:00 pm)	PLEASE SELECT ONE	☐ Sign Up
130612	Effects of Mass Shooting, 6 CEU (9 - 4:15 pm)	PLEASE SELECT ONE	☐ Sign Up
130628	The Four Agreements, 3 CEU (9 - 12:15 pm)	PLEASE SELECT ONE	☐ Sign Up
	PLEASE SELECT METHOD OF PAYMENT	PLEASE SELECT METHOD	

Submit email

PLEASE PRINT and FAX TO: 614-292-1409

Refund and Cancellation Policy

Print Form

Because our trainings require advance planning, we have adopted a more stringent refund policy.

All payments received by The Ohio State University, College of Social Work, Office of Community Engagement, to cover the cost of your enrollment in the training are subject to the program's refund policy.

Cancellation requests must be in writing. If you cancel your registration, all payments received by the Office of Community Engagement by the date of your request are subject to the following policy:

· For requests received by CSW, Office of C.E. ten business days prior to training/event, 100 percent of your total payments, *less a $25 processing fee*, will be refunded.
· For requests received by CSW, Office of C.E. less than ten business days, 50 percent of your total payment will be refunded.
· For no-calls, no-shows prior to the training date - there will be no refund or transfer.

If you decide to cancel your registration, mail your written request to The Ohio State University, College of Social Work, Office of Community Engagement, 1947 College Road, 400 Stillman Hall, Columbus, Ohio 43210, or email CSW, Community Engagement office at cswfield@osu.edu

General Information

Fee varies depending on number of clock hours and early or late registration deadlines. We DO NOT accept walk-ins due to the possibility of cancellation.

Methods of payment: check or money order payable to "OSU", Visa/Master Card or FEE WAIVERS issued by the College of Social Work, Office of Field Education and E-requests/100W's if you are an employee of OSU. If payment is covered by the agency, please indicate on fax or email if your agency will be paying by Purchase Order (include PO number), Check or Fee Waiver.

Tax ID: The Ohio State University, Federal ID Number is: 31-6025986.

Discounts: OSU Social Work Alumni Society members are eligible for an increased 25% discount on trainings when payment is received paid in full with registration. This discount does not apply to social work alumni who have membership with the university Alumni Association only.

Parking and Directions

PARK in UNION GARAGE: visit PARKING and DIRECTIONS

From South of Downtown : I-71 North to 315 North to Lane Avenue Exit. Turn right (east) on Lane Avenue; turn right (south) on to High Street, Park in the UNION Parking Garage "P".

From West of Downtown : I-70 East to 315 North to Lane Avenue Exit. Turn right (east) on Lane Avenue; turn right (south) on to High Street, Park in the UNION Parking Garage "P"

From North of Downtown: I-71 South to 270 West to 315 South to Lane Avenue Exit. Turn left (east) on Lane Avenue; turn right (south) on to High Street, Park in the UNION Parking Garage "P"

From East of Downtown : I-70 West to 670 West to 315 North to Lane Avenue Exit; Turn right (east) on Lane Avenue; turn right (south) on to High Street, Park in the UNION Parking Garage "P"

Print Form