



REGISTRATION FORM AND INFORMATION

Wednesday and Thursday, March 17 and 18, 2010
Minneapolis Convention Center
Minneapolis, Minnesota

Day 1 – Wednesday, March 17, 2010

- Professional Development Institutes
- Workshops

Day 2 – Thursday, March 18, 2010

- Workshops

Payment must accompany all registration forms. Registration is not complete until payment is received and confirmation sent to you.

FOUR EASY WAYS TO REGISTER †

- **Mail:** Return this form with check made payable to:
University of St. Thomas
Multicultural Forum
1000 LaSalle Avenue, TMH 337
Minneapolis, MN 55403
- **Online:** www.stthomas.edu/mcf Secure site.
- **Phone:** (651) 962-4377
- **FAX:** (651) 962-4020

*Required fields

*Name _____
Title _____ *Organization _____
*Address _____
*City _____ *State _____ *Zip Code _____
*Daytime Phone _____ *E-mail Address † _____
Method of Payment: Check Purchase Order # _____ (Check/PO must be included with registration)
 Visa MasterCard American Express Card # _____
Expiration Date _____ Signature _____

Please indicate your needs:

Vegetarian lunch Dietary restriction _____ ASL interpreter Other special needs: _____

Please select Ala Carte or Package selection below. For group registration, please contact us at mcf@stthomas.edu or call 651-962-4377.

Registration Options	Regular Registration ⁴ begins February 09	Early Registration through February 08
Select from Ala Carte or Conference Package		
Day 1 – Ala Cart		
Professional Development Institute Half-day (a.m. or p.m.) ¹	<input type="checkbox"/> \$275	<input type="checkbox"/> \$225
Professional Development Institute Full-day ²	<input type="checkbox"/> \$475	<input type="checkbox"/> \$425
Workshops Full-day	<input type="checkbox"/> \$275	<input type="checkbox"/> \$225
Day 2 – Ala cart		
Workshops Full-day ²	<input type="checkbox"/> \$275	<input type="checkbox"/> \$225
Conference Packages		
Day 1 Half-day Professional Development Institutes ¹ + Day 2 Workshops ²	<input type="checkbox"/> \$475	<input type="checkbox"/> \$425
Day 1 Full-day Professional Development Institutes ² + Day 2 Workshops ²	<input type="checkbox"/> \$700	<input type="checkbox"/> \$625
Day 1 Workshops + Day 2 Workshops	<input type="checkbox"/> \$475	<input type="checkbox"/> \$425

TOTAL CONFERENCE COST _____

NOTE: If you have selected a Day 1 PDI option above, please select one AM PDI and/or one PM PDI.

Day 1 – AM Professional Development Institutes (select one)	
<input type="checkbox"/>	PDI-A The Lifecycle of Talent Acquisition
<input type="checkbox"/>	PDI-B Rethinking Diversity Management: How to Produce Tangible Business Results
<input type="checkbox"/>	PDI-C Leading Across Generations: V+B+X+Y
<input type="checkbox"/>	PDI-D A Practicum: Managing Religious Diversity at Work – limit 30
<input type="checkbox"/>	PDI-E D&I and CSR: Family, Friend or Foe – limit 40
Day 1 – PM Professional Development Institutes (select one)	
<input type="checkbox"/>	PDI-F Change Is Inevitable, Progress Is Optional – A Road Map for Facilitating Systemic Change
<input type="checkbox"/>	PDI-G Creating Sustainable Business Advantage through Diverse Leaders
<input type="checkbox"/>	PDI-H Sexual Orientation and Gender Identity Education in the Workplace: What a Successful Training Looks Like
<input type="checkbox"/>	PDI-I New Conversations about Privilege and Racism – limit 25
<input type="checkbox"/>	PDI-J The Emerging World of Employment: The Time is Now to Hire People with Disabilities

EDUCATION CREDITS

Please provide me with the following certificates:

- Board of Children, Families and Learning** (pending).
- Minnesota Board of Nursing** (pending)
- Minnesota Board of Social Work.** (pending)
- Minnesota Continuing Legal Education** (CLE) (pending)
- Minnesota POST Board.** (pending)
- Society for Human Resource Management** (pending)
- University of St. Thomas.**

Education Credit Information

All CEU's are pending at this time. To verify the total number of hours applicable for each continuing education credit, please visit <http://www.stthomas.edu/mcf/registration/ceus.html>. To sign up for CEU's, select CEU's during the registration process. CEU certificates will be available at the registration counter at the end of each day of the conference..

Legal Education Credit Information

All CLE's are pending at this time. Select CLE during the registration process. You *must* check in at the Clarion Legal registration desk at the conference, located at the next to the legal sessions, for your certificate. Please check <http://www.stthomas.edu/mcf/registration/ceus.html> for approved session information.

TERMS

- ¹ **Half-day Professional Development Institutes:** morning session includes continental breakfast, keynote; afternoon session includes break.
 - ² **Full-day registration for Professional Development Institutes, Day 1 Workshops and/or Day 2 Workshops** includes continental breakfast, lunch, breaks and keynote.
 - ³ **Group Discount** only applies for groups of eight (8) or more from the same company registering at the same time for the same package. Please register online or call 651-962-4377 for a group registration form.
 - ⁴ **Regular registration** will apply if postmarked after February 08, 2010.
- † **Complementary DiversityInc Online Magazine** As part of your event registration and by providing your email address, you will receive a one-year electronic subscription to DiversityInc magazine. Upon receipt of your first email you will have the opportunity to opt out of this offer.

REGISTRATION, CONFIRMATION AND CANCELLATION

- Those attending **Day 1 PDI** sessions *must* pre-select one AM session and/or one PM session when registering.
- Those attending **Day 1 Workshops** *do not* have to pre-select sessions when registering. You may select your sessions on site.
- Those attending **Day 2 Workshops** *do not* have to pre-select sessions when registering. You may select your sessions on site.
- **Online Registration** will end Friday, February 26, 2010. Registration by mail, phone or fax will be accepted through Friday, March 12, 2010, if space is available.
- If you registered online, by phone, fax or mail by February 26, 2010, you will receive your confirmation by email. You will not receive further confirmation by U.S. postal mail.
- For registration received by phone, fax or mail after February 26, 2010, email confirmation will be sent to you by Friday, March 12. If you do not receive confirmation by this date, please call 651-962-4385. **Note: Accurate email addresses are essential for all registration.**

ALL REGISTRATIONS MUST BE PAID IN FULL PRIOR TO THE CONFERENCE.

After Friday, March 12, registration will be accepted on site if space is available. All onsite registration must be paid by credit card. Credit cards only will be accepted onsite.

CANCELLATIONS AND SUBSTITUTIONS

- Cancellations must be submitted in writing (email acceptable) by Friday, February 19 to receive a full refund less a \$50 processing fee. Refunds will not be granted after Friday, February 19 for any reason. Email cancellations to bjvoorheesbl@stthomas.edu. Note: Substitutions are encouraged.
- Substitutions: Registrants of the Forum who are unable to attend the conference may substitute someone to attend in their place. Please provide the name, email address and phone number of the substitute and email to mcf@stthomas.edu no later than Friday, March 5, 2010.

DRESS - Casual business attire. **Note:** Temperatures in meeting rooms will vary. Dress accordingly!

ASL INTERPRETERS

We ask that requests for ASL interpreters be made by Friday, February 12, 2010. You can specify your need for an ASL interpreter on your registration (either paper or online). If you have other questions, please contact us prior to registration.

SPECIAL DIETS

You may specify when registering if you need a vegetarian or low-sodium diet. Please contact us for specifics before registering if you have additional dietary restrictions.

OTHER ACCOMMODATIONS

The Multicultural Forum makes every effort to provide accessibility to everyone. If you have other special needs please indicate this on your registration. If you have other questions, please contact us prior to registration.

OTHER INFORMATION

- **Is your organization a sponsor?** Check the Forum website – sponsor employees are eligible for registration discounts!
- **Enrollment Limits** Some Professional Development Institutes have enrollment limits. Registration is on a first come, first served basis.
- **Scholarships** Full and reduced fee scholarships are available for students and nonprofit employees (annual budget less than \$5 million). Download an application at www.stthomas.edu/mcf and click on Registration.
- **Tables of Content Dinner Discussion**, to register visit www.stthomas.edu/mcf and click on Sessions.