

Please print or type all information. If MSPI already has your Social Security Number on file, you will only need to provide the last four digits of it on your future registration forms. By providing us with your Social Security Number, we can ensure accurate record keeping and credit recording.

- There are three ways to register:**
- 1) Online-Click on the "Register for Training" link at [www.midsouth.ualr.edu](http://www.midsouth.ualr.edu)**
  - 2) Mail the completed registration form to the address below**
  - 3) Fax the completed registration form to: (501) 569-3364**

**Cancellation Policy** – For a number of reasons, it is important for MidSOUTH to have an accurate count of workshop participants in advance of the workshop. If you register for a workshop and find that you are unable to attend, please notify the Prevention Institute as soon as possible. Cancellations must be received, either by email or fax to the Prevention Institute no later than three business days before the workshop. Failure to comply with the cancellation policy could result in a temporary suspension of attendance privileges. This may include, but is not limited to, having a limitation of the number of workshops you may be registered for at one time, or having your registration privileges revoked for a semester. Failure to comply with the cancellation policy is inclusive of three or more inappropriate cancellations, or five or more "No Shows." Notice of suspension of attendance privileges will be given in writing.

Our workshops begin at 9:00am. If you have not signed in by 9:30am for a workshop, then you will be marked as a "No Show," for that workshop. The trainer can make the decision on if you may stay for the workshop, but credit will not be issued once you have been marked as a "No Show."

When attending our workshops, please be advised that you must attend the whole workshop. If you do not attend the complete workshop, you will not receive credit. The Prevention Institute does not give partial credit for a workshop.

# MidSOUTH Prevention Institute Registration Form

Name \_\_\_\_\_

Organization \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

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

Office Phone \_\_\_\_\_

Office Fax \_\_\_\_\_

E-mail \_\_\_\_\_

Social Security Number \_\_\_\_\_

Gender:  Male  Female

(Please indicate both race and ethnicity below.)

- Race:  Asian  White Ethnicity:
- American Indian or Alaskan Native  Hispanic or Latino
- Black or African American  Not Hispanic or Latino
- Native Hawaiian or Other Pacific Islander

Birthdate: \_\_ / \_\_ / \_\_\_\_

## Workshop Information

Workshop descriptions include a three-digit class code. Please write in the codes of the workshops you wish to attend. Example: 0 2 3  
This sample code indicates a registration for the Underage Drinking workshop being presented on December 15, 2009. The workshop description is found on page 15 of our spring 2009 catalog.

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Please fax, email or mail this form to:

UALR - MidSOUTH Prevention Institute  
2801 S. University Ave.  
Little Rock, AR 72204  
(501) 569-3079  
(501) 569-3364 (fax)  
pi@midsouth.ualr.edu