

Monroe 2–Orleans BOCES
Office of Curriculum, Instruction and Professional Development

Registration Form

Today's Date: _____

Name of Program: _____

Date(s) of Program: _____

Your Name: _____

Title/Grade Level/Subject Area: _____

District: _____

Building: _____

School Phone: _____

School Address: _____

E-mail Address: _____

Approved by District/School Official: _____

(Signature confirms that the workshop will be paid for in the following manner)

Billing Info – (5.2 percent administrative fee is added to non-component districts, including City School Districts; Charter and Private Schools)

- BOCES Request for Additional Services (component districts) Purchase Order
- Check (district or personal) Cross Contract (please initiate when registering)
- Internal Billing (applicable only to Monroe 2–Orleans BOCES employees)

Most workshops close two weeks prior to the date – please call to inquire regarding availability if within the two weeks. All registrations will receive an email confirmation. Please also contact us two weeks prior if you need any physical assistance or accommodation to attend this event.

Submit registration to:

Monroe 2–Orleans BOCES
Office of Curriculum, Instruction and Professional Development
3599 Big Ridge Road, Spencerport NY 14559
Phone: (585) 352-2704 • Fax: (585) 349-8801
profdev@monroe2boces.org