

**Teacher-Training Academies For Industry Certification
Virginia Department of Education
Registration Form**

Please print or type: (one form per participant)

First Name:	Last Name:
School Division:	School Name:
School Address:	School Address:
School Address City:	School Zip:
School Phone (daytime phone):	Home Phone: (weather cancellation purposes)
E-mail:	School Fax:
Administrator Approving This Registration:	Career and Technical Education Course You Teach That Is Used to Prepare Students for Industry Certification Content Covered by Training Academy:

Please indicate the Industry Certification Teacher Training Academy you would like to attend:

_____ Brainbench AutoCAD 2000 Certification, January 29-30, 2004 - Virginia Western Community College, Roanoke County	_____ Fundamental Concepts of Business and Marketing Certificate, January 12-13, 2004 - New River Community College, Dublin
_____ Greenhouse Operators Certification, February 27, 2004 - Virginia Tech, Blacksburg	_____ Teacher Trainer Workshop for Internet and Computing Core Certification (IC3), February 27, 2004 - Adult Ed. Ctr., Henrico County
_____ Microsoft Office Specialist (2000 MOS prep/test), January 30, 2004 - Advanced Technology Center, Virginia Beach City Schools, Virginia Beach	_____ Microsoft Office Specialist (XP MOS prep/test), January 30, 2004 - Advanced Technology Center, Virginia Beach City Schools, Virginia Beach
_____ National Professional Certification in Customer Service, February 16-17, 2004 - Mecklenburg County Schools, South Hill	*Will you commute? YES NO *Will you need lodging? YES NO (must live more than 2 hours from location of academy) *ALL WORKSHOPS WILL BEGIN BY 9 A.M

Please return this registration form by January 2, 2004 to:

Robert A. Almond, Director
Office of Career and Technical Education
Department of Education
P.O. Box 2120
Richmond, VA 23218-2120
or Fax: 804-371-2456

