



**Alberta  
Career Development  
Conference**

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**2016 Commit to Excellence**

Hosted by the Career Development Association of Alberta (CDAА)

**April 26 & 27, 2016  
Coast Plaza Hotel & Conference Centre, Calgary, Alberta**

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***Registration***

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**CONFERENCE REGISTRATION PACKAGES AND RATES**

**REGISTER EARLY AND SAVE!**

**\*\*\*CDAА Members and Non-Members who register by March 15, 2016 will save \$50.00\*\*\***

**Two (2) Day Registration Package**

A full conference registration includes morning and afternoon refreshment breaks on both days, lunch on both days, all keynote sessions, concurrent sessions, and the Exhibitor Fair as well as access to the CDAА AGM and Awards Ceremony.

**One (1) Day Registration Package**

Attendance on either the Tuesday or the Wednesday of the conference includes all of the functions that are scheduled for that day as well as morning and afternoon refreshment breaks and lunch.

**Supporting Organization Discount**

Members of organizations recognized by the Career Development Association of Alberta as "Supporting Organizations" will receive a 10% discount off their CDAА non-member early-bird and regular registration rate. CDAА members are not eligible for an additional "Supporting Organization" discount. For more information about how to become a "Supporting Organization" please contact Paula Wischoff Yerama, CDAА Executive Director, at [ed@careerdevelopment.ab.ca](mailto:ed@careerdevelopment.ab.ca). To register for the conference as a member of a Supporting Organization please contact Alice Funk, CDAА Administrator, at [admin@careerdevelopment.ab.ca](mailto:admin@careerdevelopment.ab.ca).

**CDAA Organizational Member Discount**

Organizational Members of the Career Development Association of Alberta can receive a 10% discount off of up to 9 non-member registrations and a 15% discount off of between 10 and 20 non-member registrations. To register for the conference as an employee of an Organizational Member please contact Alice Funk, CDAA Administrator, at [admin@careerdevelopment.ab.ca](mailto:admin@careerdevelopment.ab.ca).

**Presenters / Exhibitors Discount**

**ALL** presenters and exhibitors must register for the Alberta Career Development Conference. Presenters and exhibitors will receive a discounted rate on both One (1) Day (\$25.00 discount) and Two (2) Day (\$50.00) registrations. The One (1) Day registration rate is \$100.00 + GST and the Two (2) Day registration rate is \$175.00 + GST. Please contact Alice Funk, CDAA Administrator, at [admin@careerdevelopment.ab.ca](mailto:admin@careerdevelopment.ab.ca) with any questions regarding your registration.

## **Registration Rates**

Registration rates for the Alberta Career Development Conference are detailed below. We look forward to having you join us in Calgary, Alberta!

### **Early-Bird Rates (Registration Deadline: March 15, 2016)**

#### CDAA Member Early-Bird Rate

Two (2) Day Conference Registration: \$225.00 + GST  
Day One (1) Conference Registration ONLY: \$125.00 + GST  
Day Two (2) Conference Registration ONLY: \$125.00 + GST

#### CDAA Non-Member Early-Bird Rate

Two (2) Day Conference Registration: \$350.00 + GST  
Day One (1) Conference Registration ONLY: \$250.00 + GST  
Day Two (2) Conference Registration ONLY: \$250.00 + GST

### **Regular Rates (Registration Deadline: April 15, 2016)**

#### CDAA Member Regular Rate

2-Day Conference Registration: \$275.00 + GST  
Day-1 Conference Registration ONLY: \$175.00 + GST  
Day-2 Conference Registration ONLY: \$175.00 + GST

#### CDAA Non-Member Regular Rate

Two (2) Day Conference Registration: \$400.00 + GST  
Day One (1) Conference Registration ONLY: \$300.00 + GST  
Day Two (2) Conference Registration ONLY: \$300.00 + GST

### **Presenter Rates (Registration Deadline: March 15, 2016)**

#### Presenter Registration Rate

Two (2) Day Conference Registration: \$175.00 + GST  
Day One (1) Conference Registration ONLY: \$100.00 + GST  
Day Two (2) Conference Registration ONLY: \$100.00 + GST

## **Cancellation Policy**

Requests for cancellation must be made in writing to Alice Funk at [admin@careerdevelopment.ab.ca](mailto:admin@careerdevelopment.ab.ca). All cancellation requests must be made by April 15, 2016 for a full refund. THERE WILL BE NO REFUNDS AFTER April 15, 2016. Refunds will be issued within two weeks after receipt of the written notice. Delegate substitutions are permissible; please contact Alice Funk at [admin@careerdevelopment.ab.ca](mailto:admin@careerdevelopment.ab.ca) to make any delegate substitutions.

## **Support Persons Policy**

The registration fee for any person who is considered to be a support person accompanying a delegate with a disability to the conference will be waived.

## **Photography**

As is customary at conferences, a photographer / videographer may be present taking images of the proceedings which may include delegates. By registering for the conference, you consent to your photo / video being taken and published by CDAA as part of conference related materials or for promotional purposes.

If you do not consent to your photograph being used by CDAA as part of conference related materials or for promotional purposes please indicate your non-consent and we will make every effort possible to avoid including you in photographs or videos.

I do not consent to photographs of video footage of me being used by CDAA as part of conference related materials or for promotional purposes.

## **Privacy Policy**

CDAA respects your privacy and protects your personal information. We will not rent, sell or trade your information. The information you provide will be used to keep you informed and up to date on CDAA and conference related activities. For further information, please contact Alice Funk at [admin@careerdevelopment.ab.ca](mailto:admin@careerdevelopment.ab.ca) or Paula Wischoff Yerama at [ed@careerdevelopment.ab.ca](mailto:ed@careerdevelopment.ab.ca).

## **Questions**

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