

# REGISTRATION FORM

## Comprehensive Short Course in Rotary Wing Technology July 24-28, 2023

Payment in full, by check, credit card, or money order must accompany this form. Please print in ink or type. Registration confirmation will be sent to the email address that you provide below. Include all information requested and return the completed form to Penn State by July 14, 2023.

*\* Required Information — Please provide all information as it appears on your government-issued identification.*

### Participant Information

\*Last Name \_\_\_\_\_ \*First Name \_\_\_\_\_

Middle Name \_\_\_\_\_ \*Date of Birth (month/day/year) \_\_\_\_\_

\*Home Address: Street \_\_\_\_\_

\*City \_\_\_\_\_ \*State \_\_\_\_\_

\*Zip Code \_\_\_\_\_ \*Country \_\_\_\_\_

\*Phone Number \_\_\_\_\_

\*Email Address \_\_\_\_\_

Registration confirmation and logistical information will be sent to this email address.

### Third Party/Company Information *(Complete for group payments only)*

Contact us to request an easy-to-use link to pay your group invoice online: [noncredit@psu.edu](mailto:noncredit@psu.edu).

Company Point of Contact Name \_\_\_\_\_

\*Street Address \_\_\_\_\_

\*City \_\_\_\_\_ \*State \_\_\_\_\_

\*Zip Code \_\_\_\_\_ \*Country \_\_\_\_\_

\*Phone Number \_\_\_\_\_

\*Company Contact Email Address \_\_\_\_\_

## Registration Selection

- ☐ **\$2,250 Early Bird individual registration**, received before or on Wednesday, May 3
- ☐ **\$2,350 Regular individual registration**, registration received on or after Thursday, May 4
- ☐ **\$2,000 per person group rate registration** for **five (5)** or more attendees from the same organization, must be received by Friday, July 14. All five or more individuals do not need to register at the same time. You are welcome to request to send a substitute at no additional fee.

\$\_\_\_\_\_ Total Payment

If you would need to cancel, a partial refund may be assessed at the discretion of conference leadership, minus a \$50 administrative fee. To request a refund, cancellation requests must be received in writing by July 17, 2023 by email at [PSUconferences@psu.edu](mailto:PSUconferences@psu.edu)

## Participant Program Details

\*Company Name \_\_\_\_\_

Occupational Title \_\_\_\_\_

Please enter your name and pronouns as you would like them to appear on your program materials:

\*First name \_\_\_\_\_ \*Last name \_\_\_\_\_

Pronouns: \_\_\_\_\_

Special dietary needs (if none, leave blank):

\_\_\_\_\_

Penn State encourages qualified persons with disabilities to participate in its programs and activities. If you anticipate needing any type of accommodation or have questions about the physical access provided, please contact Jeremy Krebs, [jbk5697@psu.edu](mailto:jbk5697@psu.edu), in advance of your participation or visit.

\*Student Status

- ☐ Non-Student
- ☐ Penn State Undergraduate Student
- ☐ Penn State Graduate Student
- ☐ Undergraduate Student
- ☐ Graduate Student

\*I give permission to include my name, preferred email address, and company name on the conference participant list shared with participants and exhibitors: ☐ Yes ☐ No

## Illness Acknowledgement

Attendance at any public event involves certain unavoidable risks such as exposure to or infection by transmissible diseases, viruses, and other illnesses (including, but not limited to, COVID-19 and its variants). Your presence at events or programs hosted by The Pennsylvania State University indicates your assumption of any and all such risk as well as your agreement to adhere to all University policies including, but not limited to, those intended to [mitigate the spread of transmissible illnesses](#). As a member of our community or guest, it is your

responsibility to practice basic health, safety, and sanitation measures. The University prohibits your attendance if you are symptomatic of any commonly spread transmissible illness.

## Payment Information

Choose your method of payment below. The Pennsylvania State University's federal ID number is 24-6000376.

- ☐ **Pay with credit card by mail (DO NOT EMAIL)**

Cardholder's Name \_\_\_\_\_

Cardholder's Phone # \_\_\_\_\_

Cardholder's Signature \_\_\_\_\_

Card Number \_\_\_\_\_ Card Expiration Date \_\_\_\_\_

- ☐ **Email me an invoice** with a link to pay online

Email address: \_\_\_\_\_

- ☐ **Pay with credit card by phone**

Call the Penn State Non-Credit Registration Office on Tuesdays and Thursdays between 8:00 a.m. and noon (ET) at 814-867-4973

- ☐ **Check or money order enclosed** for amount indicated, signed and payable to The Pennsylvania State University

- ☐ **Enclosed is a purchase order** (made payable to The Pennsylvania State University) or letter of authorization from my employer or sponsoring organization.

- ☐ **Penn State employees only – SIMBA JE#** \_\_\_\_\_

Please contact [noncredit@psu.edu](mailto:noncredit@psu.edu) for account information.

## Send all registration pages and payment to:

Conferences & Institutes Registration  
Penn State Non-Credit Registration Office  
Box 410  
State College, PA 16804

Phone: 814-867-4973

Fax: 814-863-2765

Email: [noncredit@psu.edu](mailto:noncredit@psu.edu) (DO NOT EMAIL CREDIT CARD INFORMATION)

Note: Credit card payments received by phone, mail, and fax will be processed the following Tuesday or Thursday when staff are in the office from 8:00 a.m. to noon (ET).