



New York State STEM Education Collaborative

2010 STEM Education Institute

August 8 – August 11, 2010

State University of New York at Oswego

Oswego, New York

Company Name: _____

Company Contact (to whom all correspondence should be sent):

Phone (work) _____

(home) _____

(cell) _____

E-mail _____

Representative(s) attending:

Dates of attendance:

Monday, August 9 (8:30 – 4)

Tuesday, August 10 (9 – 12)

Wednesday, August 11 (9 – 12) (N.B. Wednesday we end at noon.)

Please return this completed form along with your payment by June 1, 2010.

STEM Summer Institute

209 Park Hall,

SUNY Oswego,

Oswego NY 13126

Check should be made payable to: Department of Technology,
SUNY/Oswego

If you have any questions please contact Eric O'Brien at:

eobrien19@yahoo.com

REFUND POLICY STATEMENT

I. PERSONAL REFUNDS

All requests for refunds to the NYS STEM Education Collaborative Institute must be received in writing, by the conference coordinator, at least 7 days prior to the opening of the conference/workshop.

II. COMMERCIAL / EXHIBITOR / SPONSOR REFUNDS (EXCLUDING ADVERTISEMENTS)

All requests for refunds to the NYS STEM Education Collaborative Institute must be received in writing, by the conference coordinator and are subject to the following:

- A. Outside of 60 days prior to the opening of the conference OR printing of the conference program, whichever comes first: 80% of all fees will be refunded.
- B. Within 60 to 7 days prior to the opening of the conference OR printing of the conference program, whichever comes first: 60% of all fees will be refunded.
- C. Within 7 days prior to the opening of the conference: 40% of all fees will be refunded.

III. ADVERTISEMENTS

No refunds will be given for advertisements submitted.

Requests for refunds should be sent to the conference chair, who will authorize all refunds to be processed through the treasurer according to the above refund criteria and schedule. All requests will be processed according to the date of receipt.

Jan Stark
Conference Co-Chair
320 Sunset Hill Rd. E.
Fishkill, NY 12524
jfsnjw@aol.com