

EMPIRE STATE COALITION OF YOUTH AND FAMILY SERVICES

2013 NEW YORK STATE TRAINING INSTITUTE



Mental Health First Aid
May 30th, 2013 - 9am-5pm
(Registration: 8:30am)



(Full DAY attendance is required for certification!)

REGISTRATION FORM
(All Information is REQUIRED for REGISTRATION)
(PLEASE TYPE OR PRINT CLEARLY)

AGENCY NAME: _____

PROGRAM NAME: _____

PROGRAM MAILING ADDRESS: _____

PROGRAM TELEPHONE: _____

EMERGENCY TELEPHONE: _____

(please make this a number you can be reached at on the morning of the training)

SUPERVISOR'S NAME: _____

PARTICIPANT(S) NAME(S): (If you don't hear from us, consider yourself registered! We do not contact everyone to confirm their attendance. PLEASE PRINT CLEARLY!!)

Name: _____

Email: _____

Registrations MUST BE EMAILED by Friday, May 24th, 2013 to Empire State Coalition
bofield8@ix.netcom.com

For information call: 718.237.2722

REQUIRED APPLICATION QUESTIONS

What specific skills or information do you hope to get out of this certification training?

Registration 8:30am. Training 9:00am - 5:00pm (Lunch is on your own)
Please fill out and email this registration form by May 24th to:

Bofield8@ix.netcom.com

EMPIRE STATE COALITION OF YOUTH AND FAMILY SERVICES

TRAINING INSTITUTE FOR PROFESSIONAL YOUTH WORK POLICY GUIDELINES

Submitting registration for an Empire State Coalition Training is an acceptance and agreement with our the New York State Training Institute Policy as follows:

1. Empire State Coalition reserves the right to cancel any session.
- 2. Registration for this training is a commitment to attend this training.**
3. As an alternative, you may also substitute one staff member for another. Please contact us to submit the name of substitute.
- 4. Submit your full, completed registration immediately!**
5. Check-in and the training begin **promptly** at the time stated on the registration. **Admittance to the training after 9:00 AM is at the discretion of the trainer. Please note that there will be no credit given for latecomers or for registered participants who do not attend.**
7. Certificates of Completion: Certificates will be given only to those participants who complete and evaluation and attend the complete workshop.
8. When we do not have sufficient registration to hold a workshop, you will be notified at least 2 business days in advance if you have registered.
9. Once you submit your registration, if you do not hear from us consider yourself registered.