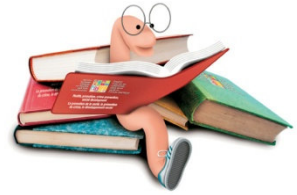




Atlantic
Summer
Institute
on Healthy
and Safe
Communities
l'Institut
d'été sur les
collectivités
sûres et en
santé au
Canada atlantique

Reading Between the Lines:
Health, Safety & Literacy
Lire entre les lignes:
Santé, sécurité et alphabétisation



Atlantic Summer Institute on Healthy and Safe Communities
August 19–22, 2008
Institute Registration Form

REGISTRATION FEES

Options:

- \$350 - Full Registration (4 days) – Early Bird (on or before June 27)
- \$425 - Full Registration (4 days) – After June 27
- \$125 - *New this year* Atlantic Day only (Thursday August 21st)

Registration for the full program includes the Meet and Greet, lunches (Wednesday and Thursday), refreshment breaks, two dinners, and all Institute documentation.

The registration for the Atlantic Day (Thursday August 21st only) includes refreshment breaks, lunch, and Institute documentation for that day.

The deadline for the early bird registration is Friday, June 27, 2008. Save \$75 off the full fee by registering on or before this date.

You are not registered until payment is received in full. Registration fees must be paid in full prior to August 14, 2008 in order to participate in the Institute.

For additional information on registration please contact Lisa at (902) 566-0336 or lifelong@upej.ca

INTERESTED IN APPLYING FOR A SUBSIDY?

- **What is the Atlantic Summer Institute subsidy program?**
A limited number of subsidies are available to participants and speakers from Atlantic Canada attending the full program to help defray the cost of travel, accommodations, and registration at the Institute. Subsidies are based on the cost of travel from the geographical location of the applicant. There are subsidies also available for students, low-waged, and unwaged participants.
- **What are the steps to apply for a subsidy and register for the Institute?**
Step 1 – Complete the subsidy request form and attach a letter demonstrating your need for assistance before June 27, 2008. Please mail or fax to the address on request form. Form is available on website.
Step 2 – Fill in this registration form and indicate “Applying for subsidy” under Method of Payment.

Step 3 – A response letter regarding the status of your subsidy will be sent to you after July 13, 2008.

Step 4 – If a subsidy is approved, please sign the letter and return as soon as possible to the address indicated in the letter. If you do not receive a subsidy for your registration, you are still eligible for the early bird rate.

For additional information on subsidies please contact Judy at (902) 894-3399 or asi@thequaich.pe.ca

INTERESTED IN HAVING YOUR CHILD(REN) ATTEND THE CHILDREN'S PROGRAM?

- **What is the Children's program?**

The Atlantic Summer Institute offers a free Children's Program for children of registered Institute Participants in the full program only. Created to reduce barriers to attendance, the Children's program is designed for children ages 3-14 and is staffed by certified early childhood educators, of both official languages. The Children's Program parallels that of the adult program where the children learn about the health and safety issues in a fun and educational way.

- **What will it cost me to have my child(ren) participate in the Children's program?**

Registration to the Institute's full program entitles you to have your child(ren) participate in the Children's program at no additional cost. Your child(ren) will also receive lunches (Wednesday and Thursday), refreshment breaks, and two dinners.

- **What do I need to do to register my child(ren)?**

You can register your children at the same time you are completing your registration form. A consent form for each child must also be filled out (the form can be found further along in this registration form).

For additional information on the children's program please contact Judy at (902) 894-3399 or asi@thequaich.pe.ca

ARE YOU AN INTERNATIONAL DELEGATE?

Please contact Andrea at (902) 894-3399 or asi@thequaich.pe.ca if you require an invitation letter to the Atlantic Summer Institute on Healthy and Safe Communities to apply for your visitor's visa for entry to Canada.

Cancellation policy

Cancellations received in writing prior to August 1, 2008, will be charged a \$50 administration fee.

Cancellations after this date will not be refunded.

Replacements will be accepted with a request received in writing from the registered participants. Cancellations and replacements should be forwarded to the UPEI address listed below.

Registration Type:

Registration Option 1

Complete this online form and press Submit button

Registration Option 2

To register, complete this form; print, and mail with payment to:

*ASIHSC
Centre for Life-Long Learning
UPEI
550 University Avenue
Charlottetown, PE C1A 4P3*

Or fax to:
(902) 566-0451

Registration fees must be paid in full prior to August 14, 2008 in order to participate in the Institute.

Due to required processing time, requests for invoices will not be accepted after August 1, 2008. The only methods of payment that will be accepted following August 1 will be credit card, cash or cheque.

FIRST NAME (to appear on name badge) LAST NAME (to appear on name badge)

TITLE/POSITION DEPARTMENT/BRANCH

ORGANIZATION

MAILING ADDRESS – STREET ADDRESS / BOX #

CITY/TOWN PROVINCE/STATE POSTAL CODE/ZIP CODE COUNTRY

TELEPHONE # DAY TELEPHONE # OTHER (if applicable)

FAX # (if applicable) EMAIL

DATE OF BIRTH (for UPEI Accounting Office purposes)

Have you been a UPEI student in the past? If so under what name (if different from above)

Are you registering as an **international delegate**? Yes No

Please check where applicable: Note: The costs of each are included in the registration fee.

I will attend the 'Meet and Greet' on Tuesday, August 19, 2008

I will attend the dinner Wednesday, August 20, 2008

I will attend the dinner Thursday, August 21, 2008

Dietary or Other Needs:

The Atlantic Summer Institute on Healthy and Safe Communities may take photo and video footage of me during the event. The Atlantic Summer Institute may use my name and images taken of me in any media and territory for perpetuity.

Agree Disagree

The Atlantic Summer Institute on Healthy and Safe Communities may use my personal contact information for future communication. My contact information may also be listed in the binder given to Institute participants (Privacy legislation permits the use of organization's name, business address or telephone number – refer to the Institute's privacy policy for more information).

Agree Disagree

Registration options:

- Early Bird (on or before June 27).....\$350
*Payment in full must be **received** by June 27, in order to receive the early bird rate.*
- Full Registration (**June 28 and after**)..... \$425
 New this year! Atlantic Day only
 (Thursday, August 21st)\$125 (includes lunch on Aug. 21st)

Method of payment:

- Invoice – prior to August 1, 2008 only

Please indicate below the contact person and mailing address to be invoiced:

- Applying for subsidy
- Institute Presenter/Committee Member

NOTE: *If your method of payment is not listed above, please see **How to Register and Payment Process** in the Summary Section of this Registration Form.*

Curriculum Workshops:

Curriculum descriptions are available on the website in pdf format.

- Curriculum Stream Descriptions - Foundation, Application, and Specialization

Curriculum Streams

Indicate your 1st and 2nd workshop preferences by typing a 1 and 2 in the boxes below:

Foundation: For Working Together

Application: From Theory To Practice

Specialization: Enhancing Skills In Generating And Using Evidence

Registration for the other workshops in the Institute Program will take place on-site during the Institute Registration. Spaces in each workshop are limited and are on a first-come, first-serve basis. Workshop descriptions and presenter profiles will be posted on the Institute website in June.

Children’s Program (Available to full program participants only):

There will be a children’s program available for children aged 3-14 for participants registered to the full program only. Please indicate below if you would like to register your child(ren) to the children’s program.

I want to register my child(ren) to the children’s program. (**NOTE:** It will not be possible for participants to register their child(ren) after August 1st as we have to ensure a suitable child/instructor ratio.)

Please indicate the name(s), age(s), sex, and language (French, English / Bilingual) of the child(ren) who will be attending.

Does your child(ren) have Special Needs which you would like the Institute to consider?

A consent form must be filled out in order for your child(ren) to participate. You can access this form on the website. Print it and fax/mail it to the address or fax number indicated in the form.

Pre-Institute Questionnaire

To assess the effectiveness of the Summer Institute, an extensive evaluation is being conducted. A key part of this evaluation includes collecting up-front information from Institute participants. Your participation is completely voluntary, but if you could please take the time to answer the questions, it would be greatly appreciated.

Read through the following questions. Check off or fill in the answer that best applies to you.

1. How did you find out about the Summer Institute?

- Community Health Promotion Network Atlantic
- National Crime Prevention Centre
- Colleague or friend
- Provincial Networks
- Website(please specify) _____
- Listserve (please specify) _____
- Other(please specify) _____

2. Did you attend the Summer Institute in:

- 2004 2005 2006 2007

3. What type of agency/organization do you represent?

- | | |
|-----------------------|---------------------------------------|
| Federal Government | Community Organization/Not-For-Profit |
| Provincial Government | Private Company |
| Municipal Government | Other (please specify) _____ |
| Aboriginal Affairs | |

4. What area(s) does your work focus on most?

- Health Promotion Crime Prevention Other (please specify) _____
 Social Development Safety Promotion

5. What type(s) of agency/sector do you work for?

- | | |
|------------------------------|---------------------------------------|
| Hospital | Seniors |
| Community Health | Youth |
| Public Health | Women's |
| Population Health | Disease Prevention/Support |
| Aboriginal Health and Safety | Research |
| RCMP/Police | Education |
| Justice | Injury Prevention/Safety Organization |
| Correctional Affairs | Other (please specify) _____ |
| Sports/Recreation | |

6. What is your first language?

- English French Other _____

7. a) Do you live in a rural community?

- Yes No

b) Do you work with rural communities in your job?

- Yes No

8. To what extent have you collaborated with other health promotion and/or crime prevention services or organizations across Atlantic Canada?

- Not at all A small amount A moderate amount A lot

9. Are you satisfied with the level of networking, skill development and learning opportunities available to health promotion and/or crime prevention professionals in Atlantic Canada?

- Yes No, not enough No, too much

10. a) Are you currently involved in or a member of any professional organizations or associations that provide you with opportunities to share information or interact with others working in the fields of health promotion and/or crime prevention?

- Yes No

b) If Yes, which professional organizations or associations do you belong to?

11. What do you hope to get out of the Summer Institute?

Another part of the evaluation process includes conducting a follow-up evaluation survey several months after the Institute to assess the impact that the Institute has had on your practice and/or the way in which you and your organization work across sectors.

12. a) Would you be interested in participating in the follow-up evaluation survey?

- Yes No

b) If Yes, what is the best method to collect follow-up evaluation information from you?

<input type="checkbox"/>	Email survey
<input type="checkbox"/>	Telephone interview
<input type="checkbox"/>	Other (please specify) _____

Registration and Accommodations Summary Section

(Please retain this section for your information.)

How to Register and Payment Process

If you are completing a hardcopy of this registration form, please mail it to:

UPEI ASIHSC Institute Office
Centre for Life-Long Learning
UPEI
550 University Avenue
Charlottetown, PE C1A 4P3

or fax it to: (902) 566-0451.

You will receive confirmation of your registration either by email or phone. It will include your UPEI ID number, necessary details concerning the payment process and instructions for credit card, cash or cheque options. **Please Note:** If your method of payment is by invoice, please complete in detail the Invoice option of the Method of Payment section above. Due to required processing time, requests for invoices will not be accepted after August 1, 2008. The only methods of payment that will be accepted following August 1 will be credit card, cash or cheque. Cheques sent to the UPEI Accounting Office should be made out to UPEI or Atlantic Summer Institute on Healthy and Safe Communities (ASIHSC) and must have the participant's name and UPEI ID# present.

Registration for full program includes the Meet and Greet, lunches (Wednesday and Thursday), refreshment breaks, two dinners, and all Institute documentation. The registration for the Atlantic Day (Thursday August 21st only) includes refreshment breaks, lunch, and Institute documentation for that day. The deadline for the early bird registration is Friday, June 27, 2008. Save \$75 off the full fee by registering on or before this date. You are not registered until payment is received in full. **Registration fees must be paid in full prior to August 14, 2008 in order to participate in the Institute.**

It is anticipated the Institute will sell out. For individuals considering registering after August 1, 2008, please contact the Institute Office to confirm space availability.

Accommodations

Embrace the spirit of Charlottetown and PEI, with its wide-open spaces, blue skies, and heritage cityscapes. Accommodations are available on campus and blocks of rooms have been saved at nearby hotels. Special rates are available. Please follow the "Accommodations" link for more information, or phone: UPEI Residence, Food and Conference Services: (902) 566-0568; Sherwood Motor Inn – 1-800-567-1622; Rodd Royalty Inn and Suites -1-800-565-7633; The Great George – 1-800-361-1118.

Please contact these services providers directly. Remember to tell them that you are with the Atlantic Summer Institute on Healthy and Safe Communities.

Fees

Full Registration - Early Bird (before or on June 27)	\$350
Full Registration (after June 27)	\$425
New this year - Atlantic Day (Aug. 21 st only)	\$125

Special Needs

Every effort will be made to ensure your participation in the Institute is as pleasant as possible.

- The UPEI Campus and classrooms used during the Summer Institute are wheelchair accessible.
- Wheelchair-accessible transportation is available from your hotel to the UPEI campus.
- Some accommodations on the UPEI Campus are wheelchair accessible.

Please indicate any dietary or other needs on this registration form. We regret that last-minute requests on-site may not be accommodated.

Subsidy Program

A limited number of subsidies are available to participants and speakers from Atlantic Canada attending the full program to help defray the cost of travel, accommodations, and registration at the Institute. Subsidies are based on the cost of travel from the geographical location of the applicant. There are subsidies also available for students, low-waged, and unwaged participants. For additional information on subsidies please contact Judy at (902) 894-3399 or email asi@thequaich.pe.ca.

The deadline to apply for subsidy is June 27, 2008.

Program Choices

Registration for the other workshops in the Institute Program (these are separate from the Curriculum Streams that you registered for earlier in this form) will take place on-site during the Institute Registration. Spaces in each workshop are limited and are on a first-come, first-serve basis. Workshop descriptions and presenter profiles will be posted on the Institute website (www.upei.ca/SI) in June.

Inquiries

Registrations:	Call Lisa at (902) 566-0336 or email lifelong@upei.ca
Program:	Call the Institute Coordinator at (902) 894-3399 or e-mail asi@thequaich.pe.ca
Accommodations:	Contact providers directly