

# American Dog Show Judges Advanced Institute

## Registration Form 2008

Full Name (for certificate) \_\_\_\_\_

Informal Name (for name tag) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Daytime Phone No. (\_\_\_\_\_) \_\_\_\_\_ Evening Phone No. (\_\_\_\_\_) \_\_\_\_\_

Fax No. (\_\_\_\_\_) \_\_\_\_\_ E-mail \_\_\_\_\_

I wish to register for the following checked group: (if you have a 2nd choice place a "2" in front of your 2nd choice)

Sporting     Hound     Working     Terrier     Toy     Non-Sporting     Herding

If the group you select is closed, would you want to be put on a waiting list? (check one)     Yes     No

My current judging status is : (check one only)     Group Judge     Multiple Breed Judge (4 or more)

The total fee for the Institute with my housing preference and membership status is checked below:

**Single Occupancy:**     ADSJ Member (\$905.00)     Non-Member (\$1005.00)

**Double Occupancy:**     ADSJ Member (\$765.00)     Non-Member (\$865.00)

Room:  Smoking     Non-Smoking    if you are requesting double occupancy please complete the following:

Preferred roommate \_\_\_\_\_ Will you room with a smoker?     Yes     No  
(if no preference, a roommate will be assigned)

Additional comments: \_\_\_\_\_

**A nonrefundable deposit of \$100.00** must accompany your registration form. The registration fee **balance is due by July 1, 2008**. After July 1, 2008, accounts with unpaid balances will be subject to cancellation of registration and forfeiture of any and all payments made. **Please make your check payable to: ADSJ Advanced Institute.**

Send check and registration form to:    Indiana University of Pennsylvania  
School of Continuing Education  
100 Keith Hall  
Indiana, PA 15705

**Institute Dates:** Sunday, August 10 through Friday, August 15, 2008

**For More Information:** Call the School of Continuing Education at (724) 357-2208 or Dr. Penta at (724) 834-3744.

**Cancellation & Refunds:** To be valid, cancellations must be in writing and must be received by the Institute Director on or before August 8, 2008. Except for the \$100.00 non-refundable deposit, all other payments are refundable subject to the space being filled. If a fully paid registrant must cancel, and the vacated seat is not filled, no refund shall be given. However, the registrant shall be given a \$250.00 credit that may only be redeemed at one of the next two Institutes. This credit may not be used as a deposit.

**Responsibility:** Neither IUP, Institute personnel nor the American Dog Show Judges has responsibility in whole or in part for any loss, damage or injury to a person or property of any nature whatsoever caused in connection with any aspect of the Institute. Registrants and others who participate at the Institute do so at their own risk and shall hold the above parties harmless for any such loss, damage or injury. The right is reserved to make any necessary changes to the curriculum or instructors without notice. The right is retained to reject any person as a participant in the Institute at any time.

**Please read the Policies and Procedures on the reverse side of this form.**

**I have read both sides of this form and agree to comply with its provisions.**

Registrant Signature \_\_\_\_\_ Date \_\_\_\_\_

(not processed without signature) **ADVANCED INSTITUTE**

## **REGISTRATION POLICY AND PROCEDURES**

1. The opportunity to register is first afforded to ADSJ member group judges. They will have a two week advanced period in which to enroll beginning on the first Wednesday in March. Registrations received before this date will be returned. Registration forms are distributed in the Winter issue of The Voice and on the ADSJ web page, [www.adsj.org](http://www.adsj.org).
2. ADSJ member multiple breed judges with four or more breeds will have an opportunity to enroll beginning on the third Wednesday in March. Registrations received before this date will be returned.
3. After the second Wednesday in April any remaining seats will be made available to all AKC approved judges of four or more breeds through ads in the dog press.
4. Should a group class fail to reach a prescribed minimum number by the first of June, ADSJ members with two or three breeds in that group will be invited to register.
5. A guest may accompany a registrant to the Institute. However, a guest will not receive course material, attend classes, participate in the practice sessions, except as a handler, or receive a certificate. The additional fee will be: \$300.00 for a guest of an ADSJ member registrant, or \$350.00 for a guest of a non-member registrant. This additional fee will entitle the guest to double occupancy lodging (with registrant), a name tag, refreshments, all meals, social events and spectator seating at practice sessions.
6. A registrant is enrolled in a particular group class (e.g. Terrier Group) and will be permitted to attend the breed presentations and practice sessions for that class only.

## **WAITING LIST POLICY**

1. Waiting list deposits will be processed as they are received.
2. Withdrawal from the waiting list with a 50% refund is permitted unless a seat has become available for you.
3. Should a person decline an available seat, the deposit will not be refunded.
4. A full refund will be made if a seat is not available by the start of the program.
5. A person may not be on the waiting list for more than one class, or be on a waiting list while holding a seat in another class.
6. All refunds are made within two weeks after the Institute.