

FAJ Professional Development Day for Tribunals

Membership Number: _____ I/We wish to become a member: Yes No

Member type: Affiliate (\$135) Silver (\$550) Platinum (\$1500)

I/We agree to abide by the bylaws and policies of FAJ: Yes (required)

Person Completing the Form:

Name: _____ Telephone (with area code) _____ Email: _____

Registrant Information:

Name: (first and last) _____

Organization: _____ Position / Title: _____

Mailing Address: _____

City _____ Province _____ Postal Code _____

Telephone (w/area code) _____ Fax (w/area code) _____

Email: _____

I wish to register for the following on April 22nd refresher sessions: Replacement
Materials -\$75

		Please Check	Replacement Materials -\$75
8:30 - 10:00 am	Introduction to Administrative Justice		
	Interpreting Legislation		
	Presenting Cases before Administrative Tribunals		
10:00 - 10:15 am	Break		
10:15 - 11:45 am	Evidence		
	Decision Making		
	Interpreting Legislation		
11:45 - 1:00 pm	Lunch/Speaker		
1:15 - 2:30 pm	Decision Writing		
	Presenting Cases before Administrative Tribunals		
	Case Management Practices		
2:30 - 2:45 pm	Break		
3:00 - 4:30 pm	Decision Making		
	Introduction to Administrative Justice		
	Decision Writing		

Cost per each session is \$195.00 or for full day is \$695.00/per person. Full course materials are not provided.

Exam Writing Schedule for April 22nd (8:30, 10:30, 1:00 & 3:00)

I wish to write the exam for _____ course. Time Slot _____

I wish to write the exam for _____ course. Time Slot _____

I wish to write the exam for _____ course. Time Slot _____

I wish to write the exam for _____ course. Time Slot _____

Exam Writing Schedule for April 23rd (8:30, 10:30, 1:00 & 3:00)

I wish to write the exam for _____ course. Time Slot _____

I wish to write the exam for _____ course. Time Slot _____

I wish to write the exam for _____ course. Time Slot _____

I wish to write the exam for _____ course. Time Slot _____

Cost per each exam is \$75.00

To write the exam you **must** pre-register and **must** have taken the full course previously.
Full replacement course materials are available and can be ordered at an additional cost of \$75.00 per course. You must have previously taken course to order.

Total Payable:

Registration Fees:

Membership Fee:

Exam Fee:

GST (5%) on the Fees:

GST Exemption #:

Everyone must pay GST except GST exempt organizations who are FAJ Silver or Platinum Members and who are registering and paying for their tribunal members or staff

Total payment enclosed:

Payment Type:

cash cheque payable to Foundation of Administrative Justice Visa MasterCard

Invoice us Available only to Silver or Platinum Members for the registered tribunal members or staff covered by the organization membership. Payment must be received before the event begins or the person will not be admitted to the event.

Credit Card Number: _____ Expiry Date: _____

Name of Cardholder

Signature of Cardholder authorizing payment

3 Easy ways to register:

- 1. Mail:** Foundation of Administrative Justice 3438—78 Avenue Edmonton, AB T6B 2X9
- 2. Fax:** 780-466-8015
- 3. Online:** www.FOAJ.ca

Fees, GST, Cancellation, Substitution and Refund Policies:

See the policies written on the brochure and on the website. In the event of a conflict, the most recent policy applies.

Privacy Policy:

FAJ collects personal information to provide the membership, education and conference services. You can view our complete Privacy Policy on the website. By completing this registration form, you agree that we can send you future information about courses and conferences offered by FAJ.