

Advance

Fall 2013

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A close-up photograph of several hands stacked on top of each other, belonging to people in business suits. The hands are of various skin tones and are positioned in a way that suggests teamwork and support. The background is a blurred blue and white, possibly a wall or a window.

GEORGIA SOUTHERN CONTINUING EDUCATION

Advance.

FALL CATALOG 2013

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If you would like to place an ad in a future issue of this publication, please call 912.478.1222 for more information.



Welcome!

ADVANCE provides information and opportunities to enroll in our professional and personal development offerings or to make use of our excellent facilities in Statesboro and Savannah, Ga. The mission of the Division of Continuing Education is to serve as the educational liaison between the academic colleges and administrative units at Georgia Southern University and our constituents – citizens, companies, governmental units, non-profit agencies and professional organizations – of this region, state, nation and world in delivering lifelong learning opportunities.

The Division's diverse course offerings include:

- Non-credit online and face-to-face classes designed to promote personal and professional development solutions.
- Conference service offerings to meet re-certification or credentialing needs.
- Innovative, mobile and agile solution services to meet the professional and workforce development needs of businesses (small and large), non-profit organizations and governmental agencies.



The Division offers two premier, technologically advanced meeting facilities:

- The Nessmith-Lane Conference Center, the Division's Statesboro home, is a popular choice for meetings and events and hosts a variety of conferences, seminars, summer camps, weddings and meetings.
- The Coastal Georgia Center, located in historic Savannah, Ga., offers a site well-equipped for professional development offerings and conferences. In addition, the Coastal Georgia Center offers free parking for 150 vehicles and office space that can serve as a temporary home for businesses wishing to locate in Savannah.
- Both facilities offer the ability for teleconference meetings.

Through our conference services area, we work closely with the academic colleges and other professional associations to manage and promote all of the activities associated with providing you with Professional Learning Units (PLUs) or Continuing Education Units (CEUs) to meet re-certification requirements. We also have licensing agreements with organizations such as the National Association of Social Workers, Georgia State Board of Nursing Home Administrators, Georgia Association of Marriage and Family Therapy, Licensed Professional Counselors of Georgia and Peace Officers Standards and Training.

Through our solution services area, our primary focus is delivering customized non-academic credit, professional development and certificate training to businesses and organizations in our region. In addition, we provide workforce development courses to support lifelong learning, continuing education and career enhancement. Our long-range vision is to be able to "provide professional training virtually anywhere in the world." Through innovation, mobility and agility, we will strive to think creatively, respond quickly and be flexible in meeting your needs. We work in partnership with the Society for Human Resource Management (SHRM), The Fiber Optic Association (FOA) and HR Certification Institute (HRCI).

Please feel free to contact me should you like further information. We would like to discuss our offerings with you.

Barbara A. Price

Barbara A. Price, Ph.D.
Interim Associate Vice President, Division of Continuing Education
Office of the Provost & Vice-President of Academic Affairs
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Located on the campus of Georgia Southern University, the state-of-the-art Nessmith-Lane Conference Center offers all of the services of a first-rate conference center.

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The Nessmith-Lane Conference Center is home to the Division of Continuing Education. The mission of the Division is to serve as the educational liaison between the academic colleges and administrative units at Georgia Southern University and our constituents – citizens, companies, governmental units, non-profit agencies and professional organizations – of this region, state, nation and world in delivering lifelong learning opportunities.

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“Everything is always nice and professional. This is the second time we have used your facility and we’ve been impressed each time. I am proud to be a product of Georgia Southern University.”

Yolanda Finney BBA '94

THE COASTAL GEORGIA CENTER

The Coastal Georgia Center is a conference, classroom and meeting venue nestled in the heart of the beautiful Historic District of Savannah, Georgia adjacent to the Savannah Area Convention and Visitors Bureau. The Center is operated by Georgia Southern University in partnership with Armstrong Atlantic State University and Savannah State University.

The center features:

- 52,000 square feet of meeting space
- Wireless Internet access
- Computer labs
- Classrooms of various sizes
- Short and long term rental of office space
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- 150 free and convenient parking spaces

The staff at the Coastal Georgia Center looks forward to serving you and providing quality service for your meeting and conference needs.

For more information, please contact us at 912.651.2005 or visit GeorgiaSouthern.edu/cgc

Testimonials:

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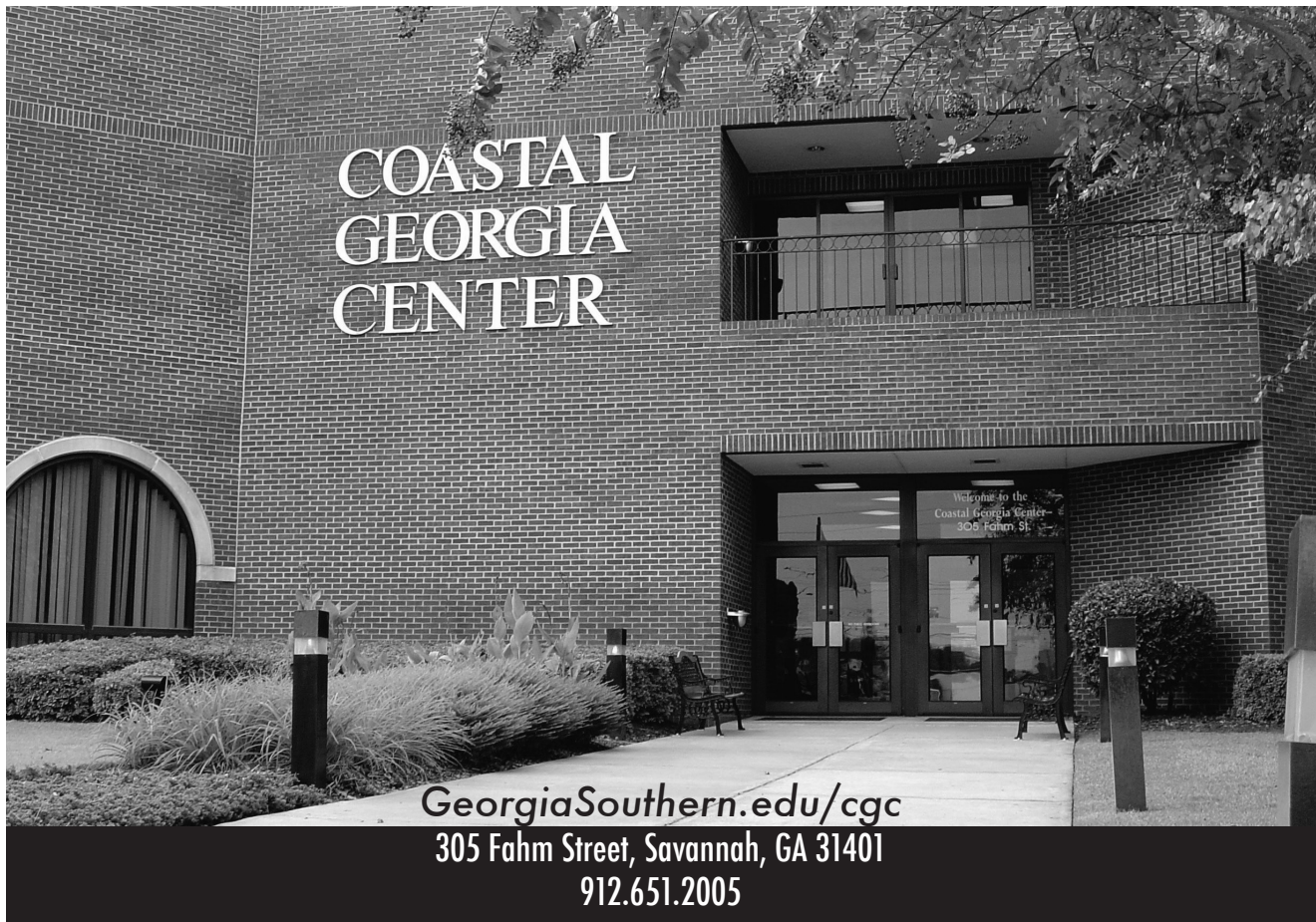
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"We love meeting at the Coastal Georgia Center! The staff is always wonderful. Many thanks for everything!"

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SAVANNAH

CERTIFIED FIBER OPTICS TECHNICIAN COURSE (CFOT)

13AACCE2474A • STARTS AUGUST 5

13BACCE2474A • STARTS OCTOBER 7

This introductory three-day fiber optic tech course is designed for anyone interested in becoming a Certified Fiber Optic Technician. This fiber optic training combines theory and 85% hands-on activities to prepare the student to take the CFOT (Certified Fiber Optic Technician) test that is sanctioned by the FOA (Fiber Optics Association) and given and graded the final class day. This course also introduces the student to industry standards governing FTTD (Fiber to the Desk), FTTH (Fiber to the Home), K-12 (Schools) and explains Zone vs. Distribution Cabling.

Dates: Monday, 8/5/2013 to Wednesday, 8/7/2013 or Monday, 10/7/2013 to Wednesday, 10/9/2013

Time: 8 a.m. to 5 p.m.

August Location: Hampton Inn & Suites, Savannah Historic District, Savannah, Ga.

October Location: Coastal Georgia Center, Savannah, Ga.

Cost per class: \$750 per person, Book included in each course:
Reference Guide to Fiber Optics by Jim Hayes

Registration ends: Monday, 7/22/2013

Payment due: within 10 business days after registration or no later than the registration close date, whichever is earlier

Instructor: Peter Morcombe, CFOT, CFOS/I

For more information, please contact J. Marie Lutz, SPHR at 912.478.1763 or seminars@georgiasouthern.edu

SAVANNAH

CERTIFIED FIBER OPTIC SPECIALIST OUTSIDE PLANT (CFOS/O)

13AACCE6016A

This course is designed for students who will be directly involved with installing Outside Plant (OSP) Fiber Optics Cabling. This advanced fiber optic training combines lecture sessions and 85% hands-on activities. It prepares the student to take the CFOS/OSP exam sanctioned by the FOA (Fiber Optics Association) which is given and graded the final class day. Students learn industry standards governing the installation, testing and troubleshooting of OSP fiber optics cable.

Dates: Thursday, 8/8/2013 to Friday, 8/9/2013

Time: 8 a.m. to 5 p.m.

Location: Hampton Inn & Suites, Savannah Historic District, Savannah, Ga.

Cost per class: \$775 per person, Book included in each course:
Reference Guide to Fiber Optics by Jim Hayes

Registration ends: Monday, 7/22/2013

Payment due: within 10 business days after registration or no later than the registration close date, whichever is earlier

Instructor: Peter Morcombe, CFOT, CFOS/I

For more information, please contact J. Marie Lutz, SPHR at 912.478.1763 or seminars@georgiasouthern.edu



SAVANNAH

CERTIFIED FIBER OPTICS SPECIALIST IN TESTING AND MAINTENANCE (CFOS/T)

13BACCE2475A

This two-day (16-hour) program is designed to offer specialist fiber optics training to anyone involved with the testing and maintenance of fiber optics networks. This advanced fiber optics training is strictly a practical course, but includes more background information than is typical in basic courses to allow the student to understand what they are testing and how to troubleshoot problems in long-haul and short-haul fiber optics networks. Prerequisites: FOA CFOT Course or any other formal fiber optics training course within the last six months, or one year fiber optics related experience.

Dates: Thursday, 10/10/2013 to Friday, 10/11/2013

Time: 8 a.m. to 5 p.m.

Location: Coastal Georgia Center, Savannah, Ga.

Cost per class: \$750 per person, Book included in each course:
Reference Guide to Fiber Optics by Jim Hayes

Registration ends: Monday, 9/23/2013

Payment due: within 10 business days after registration or no later than the registration close date, whichever is earlier

Instructor: Peter Morcombe, CFOT, CFOS/I

For more information, please contact J. Marie Lutz, SPHR at 912.478.1763 or seminars@georgiasouthern.edu

SAVANNAH

CERTIFIED FIBER OPTICS SPECIALIST IN SPLICING (CFOS/S)

13BACCE2836A

Want to be certified as proficient in installing and making mechanical and fusion splices according to industry standards? Our two-day, 85% hands-on program will teach you about high performance splicing and the points necessary to achieve them. Learn both fusion and mechanical splicing of both single and multi-mode fiber optics cables. In addition to basic splicing activities, you will be required to correctly and efficiently install spliced fibers into splice trays and trays in various enclosures and to demonstrate proficiency in interpretation of splice loss using OTDR splice traces.

Dates: Saturday, 10/12/2013 to Sunday, 10/13/2013

Time: 8 a.m. to 5 p.m.

Location: Coastal Georgia Center, Savannah, Ga.

Cost per class: \$750 per person, Book included in each course:
Reference Guide to Fiber Optics by Jim Hayes

Registration ends: Monday, 9/23/2013

Payment due: within 10 business days after registration or no later than the registration close date, whichever is earlier

Instructor: Peter Morcombe, CFOT, CFOS/I

For more information, please contact J. Marie Lutz, SPHR at 912.478.1763 or seminars@georgiasouthern.edu

SAVANNAH

LEADERSHIP SKILLS FOR THE FRONT-LINE MANAGER

13AAABA1020A

Job satisfaction is closely tied to the people skills of a worker's direct manager or supervisor. These soft skills include motivating/coaching employees, delegating responsibility, communicating effectively, solving problems, resolving conflicts and managing change. Learn the essential areas of effective management, including understanding leadership styles, coordinating teams and assisting those you supervise to do their job better. Class members are provided with information and ideas that they can apply in the workplace.

Dates: Wednesdays, 9/25/2013 to 11/13/2013

Time: 8:30 a.m. to 12:30 p.m.

Location: Coastal Georgia Center, Savannah, Ga.

Cost: \$675 per person

Late rate: \$775 after noon, Wednesday, 9/4/2013

Registration ends: noon, Wednesday, 9/11/2013

Instructors: Trey Denton, Bob Hoell, Constance Campbell, Stephanie Sipe and Chris Welter, College of Business Administration faculty members.

For more information, please contact J. Marie Lutz, SPHR at 912.478.1763 or seminars@georgiasouthern.edu

BRUNSWICK

LAW 115: EFFECTIVE RECRUITING, SCREENING, BACKGROUND INVESTIGATIONS

13AACCE2510A

Who wouldn't want to hire the job candidate who gives the best interview? To make the best, most prudent choice for your firm's future, you should make sure that you follow federal employment laws in the interviewing and application process, that background checks are done pursuant to the FCRA and that all hiring "best practices," including Form I-9 completion, are followed.

Date: Thursday, 8/15/2013

Time: 6 to 7:30 p.m.

Cost: \$59 per person per class; Corporate rate: \$55 per person for four or more per firm

Registration ends: Friday, 8/9/2013

Location: HunterMaclean Brunswick, Brunswick, Ga.

Instructors: Sarah Lamar, Wade Herring and Shawn Kachmar are employment law attorneys from the HunterMaclean law firm in Savannah, Ga.

For more information, please contact J. Marie Lutz, SPHR at 912.478.1763 or seminars@georgiasouthern.edu

SAVANNAH

LAW 123: SOCIAL MEDIA - WHAT HUMAN RESOURCE PROFESSIONALS SHOULD KNOW

13BACCE5013A

The social media craze is here to stay. Privacy laws and federal laws such as the NLRA impact your control over staff's social media use at work and off duty. This practical review of applicable statutes/regulations will help you choose policies for your firm.

Date: Thursday, 10/17/2013

Time: 6 to 7:30 p.m.

Cost: \$59 per person per class; Corporate rate: \$55 per person for four or more per firm

Registration ends: Friday, 10/11/2103

Location: Coastal Georgia Center, Savannah, Ga.

Instructors: Sarah Lamar, Wade Herring and Shawn Kachmar are employment law attorneys from the HunterMaclean law firm in Savannah, Ga.

For more information, please contact J. Marie Lutz, SPHR at 912.478.1763 or seminars@georgiasouthern.edu



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BRUNSWICK

LAW 122: FROM HIRING TO TERMINATION—EFFECTIVE EMPLOYEE MANAGEMENT

13BACCE5012A

Review every major HR step to ensure employees are processed legally and treated fairly within a firm. You will learn how to: follow pre-hire procedures, handle discipline issues, investigate employees' at-work accidents, deal with harassment claims and properly process discharging employees.

Date: Thursday, 11/21/2013

Time: 6 to 7:30 p.m.

Cost: \$59 per person per class; Corporate rate: \$55 per person for four or more per firm

Registration ends: Friday, 11/15/2013

Location: HunterMaclean Brunswick, Brunswick, Ga.

Instructors: Sarah Lamar, Wade Herring and Shawn Kachmar are employment law attorneys from the HunterMaclean law firm in Savannah, Ga.

For more information, please contact J. Marie Lutz, SPHR at 912.478.1763 or seminars@georgiasouthern.edu

SAVANNAH & BRUNSWICK

CERTIFICATE IN PROFESSIONAL HR MANAGEMENT SHRM LEARNING SYSTEM

13AAABA1006A • SAVANNAH
13AAABA1006B • BRUNSWICK

The SHRM Learning System course is offered nationwide to help HR practitioners prepare for the Professional in Human Resources/Senior Professional in Human Resources (PHR/SPHR) certification exam. Offered in partnership with the Society for Human Resource Management, it includes 33 hours of classroom review, six print modules and a wide range of online study materials. Our instructors draw on their own experiences as HR practitioners to help you develop a more in-depth understanding of topics you may never have encountered in the workplace. The national pass rate exceeds all other prep courses. All course materials are included in the fee.

Mandatory Orientation Savannah and Brunswick class, Wednesday, 9/4/2013, 6 p.m. to 8 p.m., Coastal Georgia Center, Savannah, Ga.

Dates: Savannah Class Sessions, Mondays, 9/9/2013 to 11/25/2013

Time: 6 to 9 p.m.

Location: Coastal Georgia Center, Savannah, Ga.

Dates: Brunswick Class Sessions, alternate Saturdays, 9/14/2013 to 11/23/2013

Time: 9 a.m. to 4 p.m. (one hour lunch break)

Location: Pinova Inc, Brunswick, Ga.

Cost: \$965 per person / non-SHRM member, \$1040 per person / SHRM national or chapter member

Late rate: \$1140 after noon, Monday, 8/12/2013

Registration ends: noon, Friday, 8/23/2013

Instructors: Bill Dugle, Erin Flothmeier, Susan Pinkston and Phillip Tremble are all current or retired HR leaders and experienced course instructors. Each has an SPHR certification, a related master's degree, or both.

For more information, please contact J. Marie Lutz, SPHR at 912.478.1763 or seminars@georgiasouthern.edu



SAVANNAH

SHRM ESSENTIALS OF HUMAN RESOURCE MANAGEMENT CERTIFICATE

13BAABA1010A

Human resource issues impact every company in some way. Whether you are new to HR or HR is one of many roles you fulfill at your firm, this program covers the key HR topics you need to know. Learn the essentials for handling HR challenges including employment law, effective recruitment, compensation systems, employee orientation and training, the appraisal process, coaching and discipline. Attendees will also become familiar with key pieces of federal legislation including sexual harassment, age discrimination and the FMLA. This program is run in partnership with Society for HR Management (SHRM). All course materials are included in the fee.

Dates: Thursday, 10/24/2013 to Friday, 10/25/2013

Time: 8:30 a.m. to 5 p.m., lunch on your own

Location: Coastal Georgia Center, Savannah, Ga.

Cost: \$549 per person / non-SHRM member

\$499 per person / SHRM national or chapter member

Registration closes noon, Friday, 10/11/2013; SHRM discount ends: noon, Monday, 9/30/13

Instructor: A long-time instructor for the University's Continuing Education HR courses, Bill Dugle, M.B.A., is a retired vice president of human resources for an international corporation.

For more information, please contact J. Marie Lutz, SPHR at 912.478.1763 or seminars@georgiasouthern.edu



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SAVANNAH

EMPOWERING HR TO COMMUNICATE EFFECTIVELY

13BACCE6017A

The need for effective communications in the workplace is one that never diminishes, but as your proficiency grows, it becomes integrated in the culture of the organization. It's the way we do business.

Designed for business leaders and HR practitioners and submitted for HRCI credit, this two hour workshop will examine effective communication that occurs in personal interaction, online, in print, and in public speaking/presentations. Success or failure in a professional setting, particularly one as interactive as human resources, often hinges on an understanding and application of effective communication techniques. These skills grow with discipline and practice.

Participants will understand and apply: the success factors common to all communications, the concept "ownership of outcomes" in effective communication and the three primary elements of a successful communication (content, organization and presentation).

Date: Tuesday, 10/1/2013

Time: 8:30 a.m. to 10:30 a.m.

Location: Coastal Georgia Center, Savannah, Ga.

Cost: \$75 per person \$65 corporate rate (four or more from one firm)

Instructor: Frank Mendelson combines expertise in organizational training, teaching university business classes and editing business journals. He holds an M.S. degree in urban and environmental studies/business management from Rensselaer Polytechnic Institute.

For more information, please contact J. Marie Lutz, SPHR at 912.478.1763 or seminars@georgiasouthern.edu



STATESBORO

RESIDENTS' RIGHTS

13BACCE1110A

This program will discuss institutional care transitions and examine legal rights of nursing home residents. You will learn tips on getting to know elders and discuss best practices for changing their perceptions. Issues for treatment, abuse and neglect will be reviewed. Attendees will be prepared for a state survey.

Date: Tuesday, 10/8/2013

Time: 8:30 a.m. to 4 p.m.

Location: Nessmith-Lane Conference Center, Statesboro, Ga.

Cost: \$89 per person

Instructor: Evelyn Gay, director of the Elder Rights Program for Georgia Legal Services, has been in the gerontology field since 1978. She plans, coordinates and supervises the elderly legal services programs and elder abuse prevention programs.

For more information, please contact Mary Jernigan at 912.478.2584 or mjernigan@georgiasouthern.edu

Call to Register Toll Free
1.855.478.5551

STATESBORO

PRESCRIBED BURN MANAGER CERTIFICATION

13AAAST1639A



Prescribed fire is defined as fire applied in a knowledgeable manner to forest fuels on a specific land area under selected weather conditions to accomplish predetermined, well-defined management objectives. The Prescribed Burning Act was passed in 1992, allowing the Georgia Forestry Commission to promulgate a

Prescribed Burn Manager Certification Program. Although certification is not required to practice prescribed burning in Georgia, the program is offered in the interest of higher learning and achievement for qualified prescribed burn practitioners and landowners.

Dates: Tuesday and Wednesday, 9/24/2013 to 9/25/2013

Time: 7:45 a.m. to 5 p.m.

Location: Nessmith-Lane Conference Center, Statesboro, Ga.

Cost: \$115 per person

Instructors: Mr. Neal Edmondson and Georgia Forestry Commission Experts.

For more information, please contact Judy Hendrix-Poole at 912.478.5993 or jhendrix@georgiasouthern.edu



Visit our new and improved website at
GeorgiaSouthern.edu/conted

Redesigned for easy navigation, find your continuing education needs at a click. We make it easy to book your event online, register for a program and more!

STATESBORO

ETHICAL ISSUES IN LONG-TERM CARE

13BACCE1056A

This workshop will focus on legal and ethical concerns that impact the care of our elderly population, while creating a forum for the discussion of quantity and quality of life issues. Participants will leave with a better understanding of how to create an environment conducive to ethical decision making. In addition, this informative and interactive workshop will assist participants in identifying their own personal roles in ethical leadership.

Date: Wednesday, 10/9/2013

Time: 8:30 a.m. to 4 p.m.

Location: Nessmith-Lane Conference Center, Statesboro, Ga.

Cost: \$89 per person

Instructor: Evelyn Gay, director of the Elder Rights Program for Georgia Legal Services, has been in the gerontology field since 1978. She plans, coordinates and supervises the elderly legal services programs and elder abuse prevention programs.

For more information, please contact Mary Jernigan at 912.478.2584 or mjernigan@georgiasouthern.edu

STATESBORO

SERVSAFE® TRAINING AND CERTIFICATION

13AACCE3012A • CLASS AND EXAM

13AACCE4884A • EXAM ONLY



The ServSafe® program blends the latest FDA Food Code, food safety research and years of food sanitation training experience. Students learn to implement essential food safety practices and create a culture of food safety while earning the ServSafe Food Protection Manager Certification, accredited by the American National Standards Institute (ANSI)-Conference for Food Protection (CFP).

Class Dates: Monday, 8/12/2013 to Wednesday, 8/14/2013

Exam Date: Friday, 8/16/2013

Time: 5 to 8 p.m.

Location: Hollis Building, Georgia Southern University, Statesboro, Ga.

Cost: \$75 class and exam; \$25 exam only

Instructor: Becky Larson, M.S., RD, is a clinical instructor of nutrition and food science at Georgia Southern.

For more information, please contact Ann Scott-Price at 912.478.8635 or annscottprice@georgiasouthern.edu

SAVANNAH

BEGINNING PROJECT MANAGEMENT

13AACCE4353A

This course provides an overview of the 10 knowledge-based principles for managing successful projects: scope, integration, communication, time, cost, procurement, risk management, quality control, human resources and stakeholder management. The training includes practical exercises and an in-class group project.

Dates: Friday, 9/13/2013, Tuesday, 9/24/2013 and Thursday, 9/26/2013

Time: 9 a.m. to 3:30 p.m. on Friday, 9/13/2012 and 6 to 9 p.m. on Tuesday, 9/24/2013 and Thursday, 9/26/2013

Location: Coastal Georgia Center, Savannah, Ga.

Cost: \$650 per person

Instructor: Doug Winters, PMP, SSBB is a Project Management Professional® certified by the Project Management Institute® and a Six Sigma Black Belt certified by Southern Polytechnic State University.

For more information, please contact Judy Fogarty at 912.644.5967 or jfogarty@georgiasouthern.edu

SAVANNAH

ADVANCED PROJECT MANAGEMENT

13BACCE4354A

Participants will discover a documented step-by-step guide for managing projects. The course covers: initiation and closing projects, success planning for projects, project simulation for execution and project control and professional responsibility.

Dates: Friday, 10/11/2013, Tuesday and Thursday, 10/22/2013 and 10/24/2013, Friday, 11/8/2013

Time: 9 a.m. to 3:30 p.m. on Fridays, and 6 to 9 p.m. on Tuesdays and Thursdays

Cost: \$1,300 per person (includes materials and copy of the new fifth edition PMBOK)

Location: Coastal Georgia Center, Savannah, Ga.

Instructor: Doug Winters, PMP, SSBB is a Project Management Professional® certified by the Project Management Institute® and a Six Sigma Black Belt certified by Southern Polytechnic State University.

For more information, please contact Judy Fogarty at 912.644.5967 or jfogarty@georgiasouthern.edu

SUSTAINABILITY ADVISOR CERTIFICATE PROGRAM

14CACCE4447A

Are you interested in sustainability, but don't know much about it? Have you been asked to lead the green team in your office, but lack the background? This eight-week, online certificate program will provide you with both the background and the practical knowledge to actually improve sustainability in your home and business. The course includes five modules: Introduction to Sustainability, Water, Waste, Energy and Green Building. Participants will view videos, listen to lectures, engage in discussions, complete assignments and take quizzes to learn the information and practice the skills presented.

Dates: Wednesday to Tuesday, 1/29/2014 to 3/26/2014

Cost: \$385 per person

Instructor: Dr. Lissa Legee directs the Center for Sustainability at Georgia Southern University where she is a professor of biology. She developed the concept for this course with Thatcher Young, formerly of the Sustainability Division of the Georgia Department of Natural Resources and contributed to each of the five modules.

For more information, please contact Judy Hendrix-Poole at 912.478.5993 or jhendrix@georgiasouthern.edu

14AAAED1133A

Submit a proposal on-line at www.nationalyouthatrisk.org

25TH ANNUAL NATIONAL YOUTH-AT-RISK CONFERENCE

March 2-5, 2014

Successful Programs for Empowering Youth: Overcoming Poverty, Violence and Failure

**Call for Proposals
Submission Deadline
September 13, 2013
Notification of acceptance or
rejection by November 1, 2013**

Hyatt Regency Hotel On The Historic Riverfront in Savannah, Georgia



GEORGIA INTERNATIONAL CONFERENCE ON INFORMATION LITERACY

13AAALA1270A

Join us for a two-day conference for faculty and staff to present their work related to the field of Information Literacy.

Dates: Friday to Saturday, 8/23/2013 to 8/24/2013

Time: Friday, 8:30 a.m. to 5:30 p.m. and Saturday, 8:30 a.m. to 12:45 p.m.

Location: Hyatt Regency Hotel, Savannah, Ga.

Cost: \$140 per person

For more information, please contact Marie Williams at 912.478.2260 or marieawilliams@georgiasouthern.edu

RURAL BASED HIV EDUCATION AND TRAINING, CHILDREN, YOUTH, AND FAMILIES IN RURAL COMMUNITIES

13AAAED4676A

The Counselor Education Program and the Rural Health Research Institute (RHRI) at Georgia Southern University seek to provide education and training to health professionals about the need for rural based HIV/AIDS research, health education and training.

Date: Friday, 9/20/2013

Time: 8 a.m. to 5 p.m.

Location: Coastal Georgia Center, Savannah, Ga.

Cost: \$99 per person

For more information, please contact Marie Williams at 912.478.2260 or marieawilliams@georgiasouthern.edu

ELDER ABUSE CONFERENCE

13BACCE6009A

This conference will offer workshops and training sessions on signs of elder abuse, effective interventions, reporting abuse and available resources for assistance.

Date: Friday, 10/11/2013

Time: 8 a.m. to 4:15 p.m.

Location: Coastal Georgia Center, Savannah, Ga.

Cost: \$80 per person

Instructor: Dr. James Bulot, director, Division of Aging Services at Georgia Department of Human Services

For more information, please contact Mary Jernigan at 912.478.2584 or mjernigan@georgiasouthern.edu

38TH ANNUAL MEETING, GEORGIA EDUCATIONAL RESEARCH ASSOCIATION

13BACCE1134A

The theme of the 2013 meeting of GERA is "Research Toward Empowering Educators: A Praxis of Advocacy for the 21st Century." This program allows faculty in the Colleges' of Education in Georgia and their graduate students to share their research and attend multiple research presentations.

Dates: Friday to Saturday, 10/18/2013 to 10/19/2013

Time: 8 a.m. to 5 p.m.

Location: Coastal Georgia Center, Savannah, Ga.

Cost: \$100 per person; \$55 for students

For more information, please contact Marie Williams at 912.478.2260 or marieawilliams@georgiasouthern.edu

NATIONAL YOUTH-AT-RISK, LAS VEGAS

13BA AED6001A

Attend this two-and-a-half-day conference for professionals and community leaders who work with at-risk youth.

Dates: Wednesday to Friday, 10/9/2013 to 10/11/2013

Time: Wednesday, 4 to 5:30 p.m.; Thursday, 8 a.m. to 5:30 p.m.; Friday, 8 a.m. to 4 p.m.

Location: Circus Circus Hotel, Las Vegas, Nev.

Cost: \$285 per person

For more information, please contact Marie Williams at 912.478.2260 or marieawilliams@georgiasouthern.edu

ADDICTION UPDATE

13BACCE1166A

This one-day program will focus on topics designed for professionals in the addiction field. Topics will include search for the cure, designer drug updates, adolescent treatment perspectives, cross cultural competencies in treatment and recovery for special population groups, addiction and recovery for the emerging adult/collegiate population and process addiction.

Date: Wednesday, 10/30/2013

Time: 8 a.m. to 4 p.m.

Location: Nessmith-Lane Conference Center, Statesboro, Ga.

Cost: \$89 per person, \$99 after 10/18/2013

Keynote: Dr. Robert Mooney, medical director, Willingway Hospital, Statesboro, Ga.

For more information, please contact Mary Jernigan at 912.478.2584 or mjernigan@georgiasouthern.edu

2ND ANNUAL REHABILITATION CONFERENCE

13BACCE6014A

Georgia Southern Continuing Education, in partnership with Memorial University Medical Center, presents this one-day conference for professionals in the field of physical therapy.

Date: Friday, 11/15/2013

Time: 8 a.m. to 4:30 p.m.

Location: Mercer School of Medicine, Memorial Hospital, Savannah, Ga.

Cost: \$69 per person, \$79 after 11/1/2013

Keynote: Dan Miears, author of *The Climb of Your Life*

For more information, please contact Mary Jernigan at 912.478.2584 or mjernigan@georgiasouthern.edu

27TH ANNUAL SOUTHERN CONFERENCE ON CHILDREN

14CAAHS1208A

This one-day conference will provide you with valuable information on current child-related topics. Leaders in family and child studies, early childhood education, and professionals in related fields will identify and discuss trends and techniques for working with young children. Included are special sessions designed for center directors.

Date: Saturday, 1/25/2014

Time: 7:30 a.m. to 4:30 p.m.

Location: Nessmith-Lane Conference Center, Statesboro, Ga.

Cost: \$40 per person

For more information, please contact Marie Williams at 912.478.2260 or marieawilliams@georgiasouthern.edu

STATESBORO

SOCIAL MEDIA AND YOUR IMAGE FOR COLLEGE STUDENTS

13AACCE4991A

Participants will learn the dangers of social media and dispel the belief that social media content is private. Students will learn how employers are using social media to screen prospective job candidates and how colleges are doing the same. They will discuss what is and is not appropriate to have online, and learn how to use social media to their advantage.

Dates: Tuesday, 9/17/2013

Time: 6:30 to 8:30 p.m.

Location: Nessmith-Lane Conference Center, Statesboro, Ga.

Cost: \$15 per person

Instructor: Mandy Edwards, owner of ME Marketing Services, LLC. has clients in six states and two countries. She has more than 12 years of experience in sales and marketing.

For more information, please contact Mary Jernigan at 912.478.2584 or mjernigan@georgiasouthern.edu

SAVANNAH

CREATIVE WRITING 1

13AACCE4697A

Creative Writing 1 is an introductory course to the fundamental techniques of writing fiction and nonfiction forms. Instruction will explore research and interviewing techniques, narrative structure and scenic writing, dialogue, rhythm, pacing and the business of writing. The techniques learned in this class will apply to both fiction and nonfiction and are designed to lead into a more advanced Creative Writing 2 course.

Dates: Mondays, 8/12/2013 to 9/30/2013

Time: 6:30 to 8:30 p.m.

Location: Coastal Georgia Center, Savannah, Ga.

Cost: \$200 per person

Instructor: Amy Condon earned an M.F.A. in writing from the Savannah College of Art and Design in 2011. Her published works can be found in *Savannah Magazine*, *History Miami* and SCAD's Graduate Literary Journal.

For more information, please contact Judy Fogarty at 912.644.5967 or jfogarty@georgiasouthern.edu

SAVANNAH

SHORT STORY WRITING

13AACCE4818A

The short story is an art form that, although economic, encompasses all of the characteristics of great novels, including narrative and character. In Short Story Writing, students with some experience in fiction and nonfiction storytelling will use assigned readings, writing homework and workshop style critiques to explore various writing techniques. Upon completion, they will understand narrative structure and scenic writing, dialogue, character, place, word choice, rhythm and pacing and the art of revision.

Dates: Tuesdays, 8/13/2013 to 9/10/2013 • **Time:** 6:30 to 8:30 p.m. • **Location:** Coastal Georgia Center, Savannah, Ga.

Cost: \$125 per person

Instructor: Amy Condon earned an M.F.A. in writing from the Savannah College of Art and Design in 2011. Her published works can be found in *Savannah Magazine*, *History Miami* and SCAD's Graduate Literary Journal.

For more information, please contact Judy Fogarty at 912.644.5967 or jfogarty@georgiasouthern.edu

STATESBORO

SOCIAL MEDIA FOR BUSINESS

13AACCE4823A

Discover how the three major social networking sites, Facebook, Twitter and LinkedIn can bring added value to a business and how these tools are beneficial in today's business world. Participants will learn how to effectively market and advertise an organization or brand.

Dates: Wednesdays, 9/4/2013 to 9/25/2013

Time: 11:30 a.m. to 1 p.m.

Location: City Campus Entrepreneur Zone (E-Zone), 58 E Main Street, Statesboro, Ga.

Cost: \$59 per person; \$50 per person for businesses sending three or more. Prices increase to \$69 and \$60 respectively after 8/25/2013

Instructor: Mandy Edwards, owner of ME Marketing Services, LLC. has clients in six states and two countries. She has more than 12 years of experience in sales and marketing.

For more information, please contact Mary Jernigan at 912.478.2584 or mjernigan@georgiasouthern.edu

SAVANNAH

CREATIVE WRITING 2

13BACCE4698A

Creative Writing 2 is designed for students with some experience in fiction and nonfiction storytelling. Students will have assigned readings and writing homework, which will be reviewed and critiqued workshop style by the instructor and classmates. The instruction will use student writing and outside readings to explore narrative structure and scenic writing, dialogue, character, place, word choice, rhythm, pacing and revision. Pieces of writing worthy of submission for publication is the goal, along with knowledge of strong narrative structures, beautiful and varying sentences, reading like a writer and refining the writer's voice.

Dates: Mondays, 10/21/2013 to 12/9/2013

Time: 6:30 to 8:30 p.m.

Location: Coastal Georgia Center, Savannah, Ga.

Cost: \$200 per person

Instructor: Amy Condon earned an M.F.A. in writing from the Savannah College of Art and Design in 2011. Her published works can be found in *Savannah Magazine*, *History Miami* and SCAD's Graduate Literary Journal.

For more information, please contact Judy Fogarty at 912.644.5967 or jfogarty@georgiasouthern.edu

SAVANNAH

DIGITAL IMAGING BASICS

13AACCE4550A • STARTS AUGUST 6

14CACCE4550A • STARTS JANUARY 28

Attendees will learn about digital photography, its language and equipment. You will familiarize yourself with your digital camera's scene modes and menu options, how megapixels affect your print size and quality, the difference between dpi and ppi, information on different file types and storage and print options. You'll also learn how to transfer images from your camera to your PC, organize your images using Microsoft Live Photo Gallery and share your images by email, web sharing, CD/DVD or USB drives.

Dates: Tuesday, 8/6/2013 and Thursday, 8/8/2013 or Tuesday, 1/28/2014 and Thursday, 1/30/2014

Time: 6:30 to 8:30 p.m.

Location: Coastal Georgia Center, Savannah, Ga.

Cost: \$75 per person

Instructor: Paula Williamson holds an M.F.A. from the Savannah College of Art and Design (SCAD), and has worked as a commercial photographer since 1982. Her knowledge of photography runs the gamut from historical processes to digital media.

For more information, please contact Judy Fogarty at 912.644.5967 or jfogarty@georgiasouthern.edu

SAVANNAH

POINT AND SHOOT

13AACCE4551A

This class covers the basic principles of light and composition, camera functions and settings, work-flow habits and printing/storage options. Class critiques and homework assignments help you learn about your camera, how to improve your shooting style and produce good quality images. Digital Imaging Basics is recommended as a prerequisite. You need to be somewhat familiar with your camera's functions, so read your camera manual prior to coming to class.

Dates: Tuesdays, 9/10/2013 to 9/24/2013, and Saturday, 9/14/2013 (in the field)

Time: Tuesdays, 6:30 to 8:30 p.m.; Saturday, 8 to 10 a.m.

Location: Coastal Georgia Center, Savannah, Ga.

Cost: \$90 per person

Instructor: Paula Williamson holds an M.F.A. from the Savannah College of Art and Design and has worked as a commercial photographer since 1982. Her knowledge of photography runs the gamut from historical processes to digital media.

For more information, please contact Judy Fogarty at 912.644.5967 or jfogarty@georgiasouthern.edu

SAVANNAH

FACEBOOK FOR BEGINNERS

13BACCE4864A

If you're ready to join the Facebook community, but need a little help getting started, or if you already have a page but would like to learn more, here's the class for you. Learn the basic elements of this social network, including timeline, newsfeed, photos and video, apps, messages, finding friends, the search box and Facebook Chat. You'll also learn how to set and maintain your privacy controls.

Dates: Monday, 11/4/2013 and Wednesday, 11/6/2013

Time: 10:30 a.m. to 12:30 p.m.

Location: Coastal Georgia Center, Savannah, Ga.

Cost: \$75 per person

Instructor: Hal Thomas is content manager at BFG Communications. His work as the social media community manager for Mello Yello has received several industry accolades.

For more information, please contact Judy Fogarty at 912.644.5967 or jfogarty@georgiasouthern.edu

SAVANNAH

CREATIVE PHOTOGRAPHY

13AACCE4552A

Go in-depth into photography principles, aperture and shutter combinations, bracketing and composition. Spend time in the field and the classroom. You'll need a DSLR camera, changeable lenses, a tripod, and you must be able to write files to a USB drive for critiques.

Date: Tuesdays, 8/13/2013 to 8/27/2013, and Saturdays, 8/17/2013 and 8/24/2013 (in the field)

Time: Tuesdays, 6:30 to 8:30 p.m.; Saturdays, 8 to 10 a.m.

Location: Coastal Georgia Center, Savannah, Ga.

Cost: \$100 per person

Instructor: Paula Williamson holds an M.F.A. from the Savannah College of Art and Design (SCAD), and has worked as a commercial photographer since 1982. Her knowledge of photography runs the gamut from historical processes to digital media.

For more information, please contact Judy Fogarty at 912.644.5967 or jfogarty@georgiasouthern.edu

STATESBORO

TAKE BETTER DIGITAL PHOTOGRAPHS - LEVEL 2

13BACCE6013A

Do you have a basic knowledge of digital photography? Go beyond the basics! Explore your camera settings and learn how to control depth of field, exposure and focus to capture creative images. During this course, you will learn how to use all of the shooting modes available on your camera through in-class sessions. You will also get an introduction to taking photos at night and flash photography.

Dates: Wednesdays, 9/18/2013 to 10/9/2013

Time: 6 to 7:30 p.m.

Location: Nessmith-Lane Conference Center, Statesboro, Ga.

Cost: \$59 per person

Instructor: Laura Britt, owner of Laura Leigh Photography

For more information, please contact Mary Jernigan at 912.478.2584 or mjernigan@georgiasouthern.edu



SAVANNAH

BEGINNING SIGN LANGUAGE

13BACCE4460A

Sign language is meaningful, useful, fascinating and fun. In this course, you'll learn receptive and expressive skills - fingerspelling and basic questions, statements and negations. You'll also be introduced to the culture of the United States deaf community. Enroll to learn the benefits and joys of this remarkable language.

Dates: Tuesdays and Thursdays, 10/8/2013 to 10/24/2013

Time: 6:30 p.m. to 8 p.m.

Location: Coastal Georgia Center, Savannah, Ga.

Cost: \$85 per person

Instructor: Alison Patton holds a B.S. degree in deaf education from Kent State University and an M.Ed. degree from Georgia Southern University. She currently teaches special education in Bryan County.

For more information, please contact Judy Fogarty at 912.644.5967 or jfogarty@georgiasouthern.edu

SAVANNAH

MICROSOFT – EXCEL 1

13BACCE4556A

Looking for proficiency and confidence in basic Excel functionality? Our course covers the basic Excel environment, creating workbooks, navigating the working screen, formatting and navigating worksheets, entering data, entering labels and creating and working with charts.

Dates: Tuesday, 10/15/2013 and Thursday, 10/17/2013

Time: 6:30 to 9:30 p.m.

Location: Coastal Georgia Center, Savannah, Ga.

Cost: \$85 per person

Instructor: Marcus Cook, an IT specialist and network engineer for the Savannah-Chatham County Public School System, has been successfully teaching Microsoft applications since the 1990s.

For more information, please contact Judy Fogarty at 912.644.5967 or jfogarty@georgiasouthern.edu

SAVANNAH

MICROSOFT – WORD 1

13AACCE4554A

Participants will achieve proficiency and confidence in basic Word functionality including: working with documents, text and page formatting, clip art, themes/styles, tables, templates, mail merge and bulleted and numbered lists. You'll also acquire sound knowledge of the Office Ribbon.

Dates: Tuesday, 9/24/2013 and Thursday, 9/26/2013

Time: 6:30 to 9:30 p.m.

Location: Coastal Georgia Center, Savannah, Ga.

Cost: \$85 per person

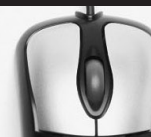
Instructor: Marcus Cook, an IT specialist and network engineer for the Savannah-Chatham County Public School System, has been successfully teaching Microsoft applications since the 1990s.

For more information, please contact Judy Fogarty at 912.644.5967 or jfogarty@georgiasouthern.edu



Visit our new and improved website at
GeorgiaSouthern.edu/conted

Redesigned for easy navigation, find your continuing education needs at a click. We make it easy to book your event online, register for a program and more!



ONLINE 24/7

COLLEGE ACCESS: CREATING A COLLEGE-GOING CULTURE

MODULES: STRATEGIES FOR SCHOOL COUNSELORS AND ENROLLMENT MANAGEMENT SPECIALISTS

These modules provide high quality, online professional learning to help school counselors and other K-12 faculty and staff understand the role they play in developing a college-going mission for all students in career awareness and planning. Each module has been approved for four PLUs.

Dates: Monday to Sunday, 9/16/2013 to 11/15/2013

Cost: \$100 per person per module – Fee is reimbursed upon successful completion.

Instructors: Lynn Jones, Teah Moore, Julie Hartline, qualified counselors and educators

MODULE I

13ACCE3059A

This course is designed to help school counselors and other K-12 faculty and staff understand the role they play in developing a college-going mission for all students, particularly students in poverty or facing other barriers in postsecondary planning.

MODULE II

13ACCE3060A

This course is designed to provide school counselors and other K-12 faculty and staff the information they need to engage and guide students in career awareness and academic planning to align high school courses with career interest and college planning, and help students discover their "best fit" to make appropriate postsecondary choices.

MODULE III

13ACCE3061A

This course is designed to help school counselors and other K-12 faculty and staff understand how to guide parents and students through the financial processes required for the college admission process.

For more information, please contact Judy Hendrix-Poole at 912.478.5993 or jhendrix@georgiasouthern.edu

ONLINE CERTIFICATE PROGRAMS

LEARN ANYWHERE...ANYTIME

LEARNING OPPORTUNITIES AVAILABLE 24/7

Georgia Southern University, in partnership with ed2go (formerly Gatlin Education Services) and with LERN's UGotClass, offers online open enrollment programs designed to provide the skills necessary to acquire professional level positions for many in-demand occupations.

Our programs are designed by a team of professionals from each respective field, who work to provide you with an effective web-based learning experience. Instructors/mentors are actively involved in your online learning experience. They respond to any questions or concerns, as well as encourage and motivate you to succeed.

Each program includes a set of lessons and evaluations; grades are a combination of the instructor/mentor's evaluation of student work and computer-graded tests. We know you'll appreciate the quality as well as the convenience of anytime, anywhere learning!

Courses are all self-paced. The instructors respond to the student, not the other way around. Each course has a set of lessons and exams. Course requirements are included with each description.

COURSE AREAS:

- Health care and Fitness
- Business and Professional
- IT and Software Development
- Media and Design
- Management and Corporate
- Skilled Trades and Industrial
- Hospitality and Service Industry
- Sustainable Energy and Going Green

A full listing of courses, descriptions, requirements, fees and instructor information are available at:

UGotClass:

yougotclass.org/catalog.cfm/Georgiasouthern

Education to Go:

yougotclass.org/catalog.cfm/Georgiasouthern

For more information, please contact Judy Hendrix-Poole at 912.478.5993 or jhendrix@georgiasouthern.edu

FOR THE GENERAL PUBLIC: EDUCATION TO GO CAREER AND PERSONAL DEVELOPMENT

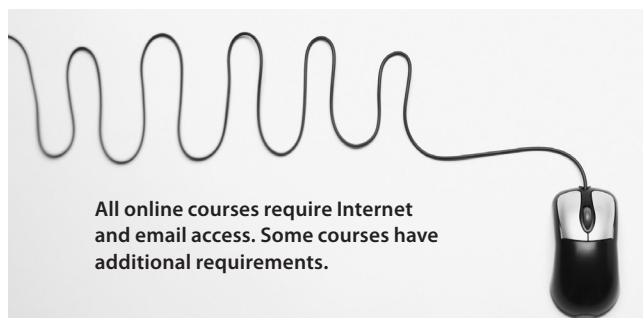
Take ed2go courses anywhere and when it is most convenient for you. We offer hundreds of courses for adults and working professionals.

All six-week courses have specific start dates and provide two lessons per week (every Wednesday and Friday).

Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links and more. Each course includes a patient and caring instructor, lively discussions with your fellow students and plenty of practical information that you can put to immediate use.

WE OFFER COURSE AREAS IN:

Accounting • Business • Certification Prep • Child Care and Parenting • Computer Applications • Database Management and Programming • Digital Photography and Video • Management • Health Care • Hospitality Leisure and Life Enrichment • Grant Writing and Nonprofit Management • Start Your Own Business • Test Prep • Web Design and Graphics • Writing and Publishing • Languages



24/7 ONLINE COURSES

Earn two PLU credits per course • Courses start monthly • Each course is six weeks in length with two lessons issued per week • One two-week extension may be granted.

1. Visit our Online Instruction Center: www.ed2go.com/gsu

2. Click the course link. Once you choose the department and course title you are interested in, select the **Enroll Now** button. Follow the instructions. Here you will choose a username and password that will grant you access to the classroom.

3. When your course starts, return to the Online Instruction Center and click the classroom link. To begin your studies, simply log in with the username and password you selected during enrollment.

CURRENT PLU-APPROVED COURSES FOR TEACHERS

COMPUTER SKILLS

- Microsoft Access, Excel, PowerPoint and Word

TECHNOLOGY COMPETENCY FOR YOU OR YOUR STUDENTS

- The Classroom Computer
- Creating Web Pages I
- Designing Effective Websites
- Guiding Kids on the Internet
- Integrating Technology in the Classroom
- Microsoft Excel in the Classroom
- Microsoft PowerPoint in the Classroom
- Microsoft Word in the Classroom
- Photoshop Elements 7, 8, 9 for the Digital Photographer I and II

IMPROVING YOUR EFFECTIVENESS (NOT SUBJECT SPECIFIC)

- A to Z Grant Writing
- Creating K-12 Learning Materials
- The Creative Classroom
- Differentiated Instruction in the Classroom
- Get Assertive!
- Leadership
- Solving Classroom Discipline Problems I & II
- Survival Kit for New Teachers
- Teaching Students with Autism: Strategies for Success
- Understanding Adolescents
- Working Successfully With Learning Disabled Students
- Writing for Children

ENHANCING YOUR CORE CLASSES

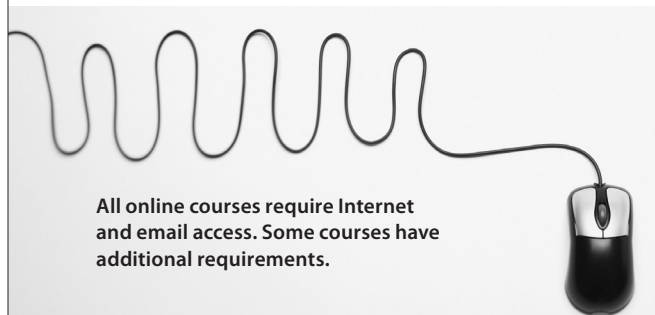
- An Introduction to Teaching ESL/EFL
- Enhancing Language Development in Childhood
- Guided Reading and Writing (two classes)
- Ready, Set, Read!
- Singapore Math Strategies: Model Drawing for Grades 4-6
- Singapore Math: Number Sense and Computational Strategies
- Speed Spanish I, II & III
- Teaching ESL/EFL (Grammar, Reading, Vocabulary)
- Teaching Math: Grades 4-6
- Teaching Science: Grades 4-6
- Teaching Writing: Grades 4-6
- Writing for ESL

PROFESSIONAL LEARNING UNITS (PLU'S)

Each Teacher Education Online Course qualifies for (two) Professional Learning Unit (PLU) credits. A form must be submitted to your Georgia Public School System employer. PLU credit is used by employees of Georgia Public School Systems who currently hold certificates in an approved field (certified teachers, school counselors, administrators, etc.) as credit toward RENEWING their existing certificates. In order to earn PLUs from Georgia, you must complete and submit a Prior Approval Form before registering for any Teacher Education online course. Find the Prior Approval Form at GeorgiaSouthern.edu/conted. You must pass the final exam with a score of 70 percent or better to earn credit.

For more information, please contact Judy Hendrix-Poole at 912.478.5993 or jhendrix@georgiasouthern.edu

For a full listing of courses, visit www.ed2go.com/gsu



All online courses require Internet and email access. Some courses have additional requirements.

PROTRAIN PROFESSIONAL, PERSONAL, MILITARY, WIA CERTIFICATE TRAINING

Looking for affordable, self-paced, online or on-site certificate programs that can train you for the latest, in-demand job skills? Georgia Southern University's CONTINUING EDUCATION, in partnership with ProTrain, is your solution! Online training offers flexible, anytime, anywhere learning while on-site training offers cost savings and convenience.

Take a look at what we have to offer and start training today! We offer Network Security, CISSP, Help Desk, Call Center, Medical Training, Certified Business Manager for IT Professionals, Certified Public Manager, Oracle, MCSE, Net, Networking, Project Management, Web Design, Business Process Mapping and many more.

We are dedicated to providing you the very best from which to choose. We select our courses with one thing in mind: Will this course make a positive difference in your life?

For more information, please contact Judy Hendrix-Poole at 912.478.5993 or jhendrix@georgiasouthern.edu or visit theknowledgebase.org/gsu

Continuing Education EASY WAYS TO REGISTER

ONLINE: *GeorgiaSouthern.edu/conted*
FAX: 912.478.0847
PHONE: Call toll free 1.855.478.5551 and use a credit card.
IN PERSON: Monday to Friday, 8 a.m. to 5 p.m. EST
Nessmith-Lane Conference Center, Statesboro, Ga.

MAIL TO: CONTINUING EDUCATION REGISTRATIONS
Georgia Southern University
P.O. Box 8124, Statesboro, GA 30460-8124

Program Name: _____

Program Fee (\$): _____

Program Number: _____

Name: _____

Title: _____

Company (if applicable): _____

Street Address Home Work: _____

City: _____ State: _____ ZIP: _____

Daytime Phone Number: _____ Cell Phone: _____

Evening Phone Number: _____ FAX Number: _____

Email (*Required for email receipt*): _____

PAYMENT OPTIONS

Personal check made payable to Georgia Southern University Company check made payable to Georgia Southern University
(*include attendee's name, course number and course date on all checks.*)

MAIL TO: CONTINUING EDUCATION REGISTRATIONS
Georgia Southern University, P.O. Box 8124, Statesboro, GA 30460-8124

Charge: VISA MASTERCARD AMEX personal corporate

Card Number: _____

Expiration Date: _____ Security code: _____

Cardholder's Name: _____

Signature: _____

PAYMENT OPTIONS: We accept MASTERCARD, VISA, AMERICAN EXPRESS, checks, money orders or cash (in person only).
Make checks payable to: Georgia Southern University

SPECIAL ACCOMMODATIONS: For special assistance, please request accommodation needs at least 14 working days in advance of the program.

REFUND POLICY: If you cannot attend, substitutions are encouraged. Be sure to notify the registration desk of any substitutions at 1.855.478.5551. A processing fee is charged for all withdrawals. Each program has its own policy regarding the amount of the processing fee and deadlines for requesting a refund.

Refunds due to withdrawals will be processed in two to four weeks. If payment was made by cash or check, you will receive your refund in the form of a check. If payment was made by a credit card, your account will be credited.

No refunds will be given to registrants who fail to withdraw prior to the beginning of a program.

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SNACKS
FOR
SOLDIERS
IN PARTNERSHIP WITH ADOPT-A-SOLDIER

Drop-Off Location:

- Nessmith-Lane Conference Center (Plant Drive, Statesboro, Ga.)

Snack info:

All items should be pre-packaged and from the manufacturer (*no homemade snacks, please*). Individual sizes are best.

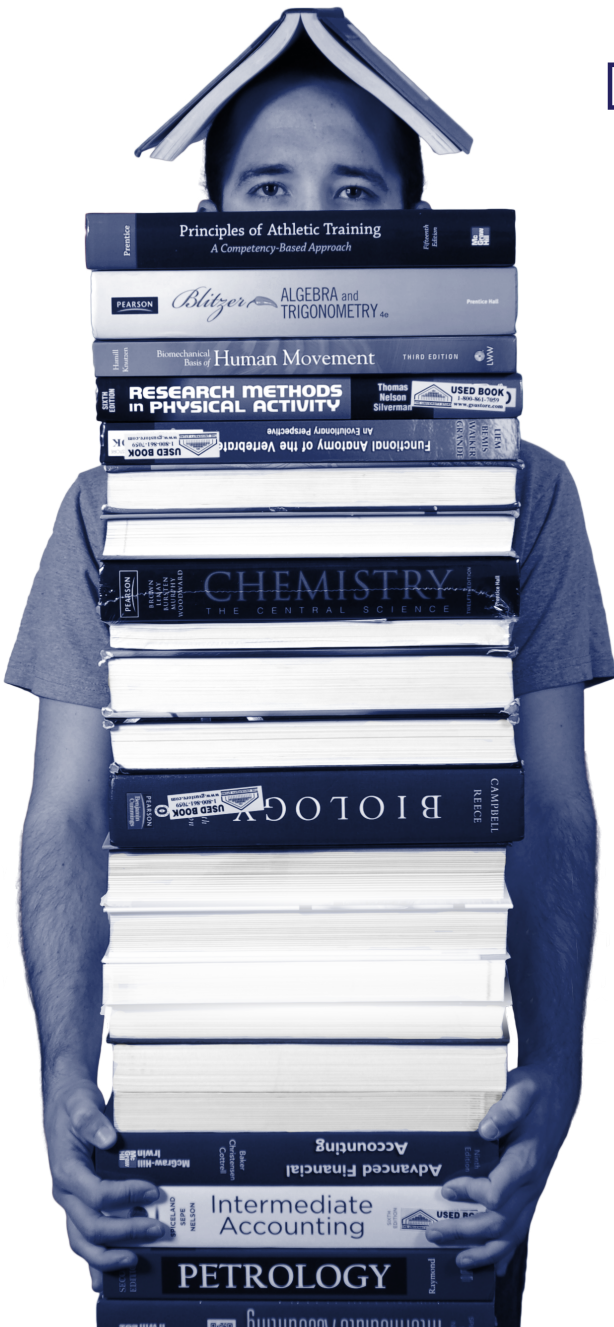
Some snacks you may consider purchasing include:
Individual-sized chips and crackers, Rice Krispy treats, nuts, fruit snacks, trail mix, energy bars, granola bars, cereal bars, beef jerky/Slim Jims, gum, dried fruit, hard candy or suckers, pretzels and fig newtons.

For information on how to make a donation toward shipping costs contact:
Wayne Akins at cwkins@georgiasouthern.edu or call 912.478.0206



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