



2018 *Expanding Your Horizons* Registration Policies

REGISTRATION

1. All applications must be signed by a parent or guardian and be accompanied by full payment or a request for scholarship aid.
2. Incomplete applications will be returned.
3. Completed applications will be accepted on a first-come, first-served basis. Registration will likely close prior to the October 12 deadline when we reach our enrollment capacity.
4. **POLICY FOR GROUP REGISTRATION:** Groups that wish to register must do so by October 5. Group registrations received after that deadline will be accommodated as space allows after accommodating individual registrations that are received.
4. We are unable to accommodate special requests such as placement in a particular career track or placement with a particular friend/classmate.
5. Signed applications must be mailed to the address on the brochure (telephone reservations are **not** accepted):

Expanding Your Horizons
UW-Madison
Attn: Heather Daniels
270 Bascom Hall
500 Lincoln Dr.
Madison, WI 53706

CANCELLATION

1. If you are unable to attend the conference, please let us know as early as possible so that we may fill your place with someone from the waiting list. Refunds must be requested no later than October 12, 2018.
2. The registration office will maintain a waiting list and will use that list to fill the places of students who withdraw in advance from the program.

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