

Online Registration: How To

This year participants have the option of registering online. Online registration saves time by allowing you to submit your registration in minutes, sending an instant confirmation that your registration has been received, and allowing you to securely pay online using your credit or debit card instead of writing a check. To register online, visit www.TNDCSRP.info

This year's online registration form allows couples to register separately or together. There are eight (8) registration types. Couples registering separately should select one of the Partial Couple rates. Both participants must register by the registration deadline. Commuter couples registering separately should select the Individual Commuter rate for each registration.

Registration Type	Individual: Commuter (no hotel) ▾
Discount Code	Individual: Commuter (no hotel)
Leave blank if	Individual: 1 Night
	Individual: 2 Nights
	Couple: Commuter (no hotel)
	Couple: 1 Night (full payment)
	Couple: 2 Nights (full payment)
	Partial Couple: 1 Night (half payment)
	Partial Couple: 2 Nights (half payment)

Individuals should select the appropriate type based on hotel stay.

Couples should select the appropriate hotel stay. Participants selecting a Couple type will register and pay for both participants at once.

Couples wishing to register separately may select one of the **Partial Couple** rates, based on hotel stay. Each participant will be asked to submit payment for half of the couple registration fee. Couples choosing this option must both register by the registration deadline. Partial Couple registrants should indicate the name of the participant with whom you will be rooming, to ensure proper room assignment.

Roommate	<input type="text"/>
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Participants staying only one night at a conference hotel must specify Friday or Saturday night.

Friday or Saturday Night	<input type="text"/>
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ASSOCIATION MEMBER DISCOUNTS

Association members are eligible for a discounted rate; review the rate structure in your conference brochure for details. To receive the discounted rate, association members should enter the appropriate discount code for the selected registration type. Entering the wrong discount code will result in an incorrect payment amount; verify you have entered the correct code before submitting your final payment. Discounted amounts will be reflected on the PAYMENT screen, following course selection and personal information. If the payment screen does not show the correct amount, return to the registration type field and ensure you have selected the appropriate registration type and entered the correct discount code.

See the chart below for the correct discount code for each registration type:

Individual: Commuter (no hotel)	1MEMBER
Individual: 1 Night	1MEMBER
Individual: 2 Nights	1MEMBER
Couple: Commuter (no hotel)	2MEMBERS
Couple: 1 Night (full payment)	2MEMBERS
Couple: 2 Nights (full payment)	2MEMBERS
Partial Couple: 1 Night (half payment)	1MEMBER
Partial Couple: 2 Nights (half payment)	1MEMBER

If your registration is submitted with the incorrect discount rate, you will be contacted for further instruction.

Registration Type

Discount Code

Leave blank if you do not have a discount code.

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Couples registering together should enter workshop preferences for **each** participant.

First Name	<input type="text"/>
Last Name	<input type="text"/>
Mailing Address	<input type="text"/>
City	<input type="text"/>
State	TN ▼
Zip	<input type="text"/>
Phone	<input type="text"/> (ex. 123-456-7890)
E-mail	<input type="text"/>
Confirm E-mail	<input type="text"/>
Number of Years Fostering	<input type="text"/>
Room Preference (Double or King)	<input type="text"/>
Session A (Ex: 1A)	<input type="text"/>
Session A2 (Ex: 2A2)	<input type="text"/>
Session B (Ex: 1B)	<input type="text"/>
Session C (Ex: 1C)	<input type="text"/>
Session D (Ex: 1D)	<input type="text"/>
Session E (Ex: 1E)	<input type="text"/>
Session F (Ex: 1F)	<input type="text"/>
Participant 2: First Name	<input type="text"/>
Participant 2: Last Name	<input type="text"/>
Participant 2: Session A	<input type="text"/>
Participant 2: Session A2	<input type="text"/>
Participant 2: Session B	<input type="text"/>
Participant 2: Session C	<input type="text"/>
Participant 2: Session D	<input type="text"/>
Participant 2: Session E	<input type="text"/>
Participant 2: Session F	<input type="text"/>
Special needs/accommodations	<input type="text"/>
Special Dietary Needs (ex. vegetarian, gluten free, etc.)	<input type="text"/>

Every effort will be made to place couples in the same workshops if requested. However due to limited space in workshops, couples who register separately (Partial Couple) may not be able to attend all workshops together. Workshops are assigned on a first come, first served basis, and we are not able to register participants for classes until payment has been received. Remember that workshop requests during registration indicate your preference and provide guidelines for your workshop assignments, but they are not a guarantee.