

2018 Northeast Region - Area 3



COMMISSIONER SUMMIT & COLLEGE OF COMMISSIONER SCIENCE

SATURDAY APRIL 14, 2018

CATALOG

Keynote Speaker: Rick Hillenbrand
National Commissioner Support Staff

Christian Brothers Academy

6245 Randall Rd
Syracuse, NY 13214

The 2018 College is made possible by the generous support of the following Area 3 Councils:

Twin Rivers
Baden-Powell
Longhouse
Five Rivers
Iroquois Trail

Greater Niagara Frontier
Leatherstocking
Seneca Waterways
Green Mountain



Dear Fellow Commissioners and Scouters,

Welcome to the 2018 Commissioner Summit & College of Commissioner Science.

Continued education is the key to providing Quality Commissioner Service. Again this year, we will be offering an extensive College curriculum. Whether you are a brand new Commissioner or a veteran Commissioner we are certain you will greatly benefit from attending the college.

We are pleased to have the Area Powder Horn Course Directors training here with us this year helping bring more of our key leaders together.

Please note ***the Seneca Waterways Council Service Center in Rochester, NY is the destination of your registration this year. Registrations are accepted on-line through this link: www.senecawaterways.org/Commissioner-college or by mail to the address listed on the attached registration forms.*** Any questions you might have will be welcomed and can be directed to me at vkalwas@rochester.rr.com.

Our outstanding staff will be offering over 50 exciting courses. Please plan on attending to reacquaint yourself with fellow Commissioners from around the Area and have a little fun while you acquire new skills and enhance existing skills from the courses offered at this year's College of Commissioner Science

Yours in Commissioner Service,

Valerie

Valerie Kalwas, 2018 College Chancellor
Council Commissioner
Seneca Waterways Council

Commissioner's Pledge

On my honor I will do my best by the example of my daily life to make the Scout Oath and Law a more vital force for good character and citizenship in the lives of the youth and the leaders I serve.

I will do my best to help secure and help to make more effective, the finest possible leadership for the units I serve.

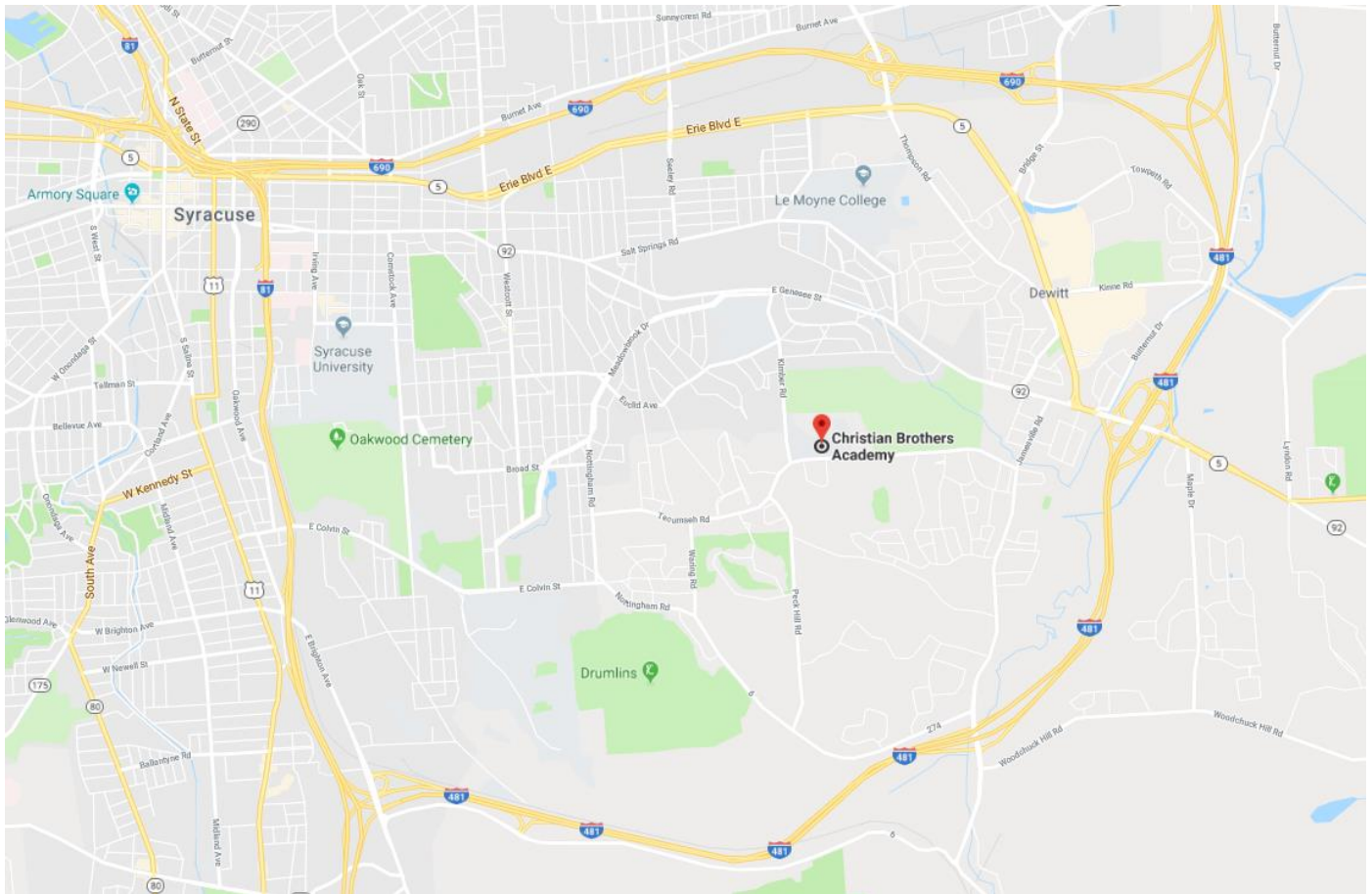
I will do my best to help make the program of the units I serve the best that can be given, rich in wholesome fun and adventure.

In all that I do, I will strive to help my units attract into membership every possible boy so that, through his participation, that boy, can help make America a finer, greater nation in a world community.

2018 NER AREA 3 – COMMISSIONER SUMMIT & COLLEGE OF COMMISSIONER SCIENCE

April 14, 2018

Christian Brothers Academy
6245 Randall Rd
Syracuse, NY 13214



Directions –

<https://www.google.com/maps/dir//christian+brothers+academy+syracuse/@43.0319548,-76.1595478,12z/data=!4m8!4m7!1m0!1m5!1m1!1s0x89d9f34bb9b50d99:0xe2ccb0eb518c766!2m2!1d-76.089508!2d43.0319762>

SCHEDULE OF ACTIVITIES

Appropriate dress for the day is Scout field uniform, worn proudly and correctly.

8:00 A.M. - 8:40 A.M.	DOORS OPEN; LATE REGISTRATION; COFFEE AND DONUTS
8:40 A.M. - 8:50 A.M.	OPENING CEREMONY WELCOME & GENERAL ANNOUNCEMENTS
9:00 A.M. - 9:50 A.M.	CLASS PERIOD 1
9:55 A.M. - 10:45 A.M.	CLASS PERIOD 2
10:50 A.M. - 11:40 A.M.	CLASS PERIOD 3
11:45 P.M. – 12:55 P.M.	LUNCH (Period 4) – KEYNOTE ADDRESS
1:00 P.M. – 1:50 P.M.	CLASS PERIOD 5
1:55 P.M. – 2:45 P.M.	CLASS PERIOD 6
2:50 P.M. – 3:40 P.M.	CLASS PERIOD 7
3:45 P.M. - 4:35 P.M.	CLASS PERIOD 8
4:45 P.M. – 5:15 P.M.	GRADUATION & CLOSING

COURSE DESCRIPTIONS

COMMISSIONER BASIC TRAINING

DEAN: Joe Lane, Greater Niagara Frontier Council

DEAN: Paul Fleming, Iroquois Trails Council

<u>Periods</u>	<u>Course #</u>	<u>Course Name and Description</u>
1-5	BT 001	Commissioner Basic Training: You're a new Unit Commissioner? Congratulations! Now what do you have to know and what are your responsibilities? This session is just for you. We will provide you with the information about your new job and why it's important to the success of scouting units in your council.
8	BT 002	New-Unit Commissioner Basic: Helping new units get started? Understand how your responsibilities differ from service to a seasoned unit. Learn to work closely with the District Executive, New-Unit Coordinator and unit leaders. New-Unit Commissioners are the eyes, ears, coaches, mentors and friends of their units allowing them to get off to a strong start and maintain momentum. Your service is critical to the success of a new unit.
5-7	BT 003	District/Assistant District Commissioner Basic: Congratulations! You are now an Administrative Commissioner! What does that mean? Explore the functions of a district and learn about relationships within a district and how to work successfully with Professionals and volunteers. Know how to support your Unit Commissioners and use district resources.

ROUND TABLE

BASIC COMMISSIONER SCIENCE FOR ROUNDTABLE

DEAN: Leslie Sanborn, Green Mountain Council

<u>Period</u>	<u>Course #</u>	<u>Course Name and Description</u>
1-3	BT 004	Roundtable Commissioner Basic Training: Are you newly appointed as a Roundtable Commissioner or considering the position? Learn how important a quality Roundtable program is to the success of your units. <i>Please review the "Roundtable Support" at www.scouting.org/commissioners/roundtable/ and bring your Roundtable Planning Guide.</i>

BACHELOR OF COMMISSIONER SCIENCE

DEAN: Don Perkins, Baden-Powell Council

DEAN: David Leidy, Leatherstocking Council

<u>Period</u>	<u>Course #</u>	<u>Course Name and Description</u>
1	BCS102	Supporting Timely Charter Renewal: The Commissioner is an important player in the unit getting its charter renewal act together. Bring about a plan to achieve on-time registration and Journey to Excellence goals.
2	BCS 103	The Commissioner and the District: This course presents an understanding of district and council operations and the importance of a good working relationship among the Commissioner, the District Executive, and the District Committee.
1	BCS 104	Contacting Units: The rapport between unit leadership and Commissioner is very important. This course examines effective unit visits--what should the Commissioner be looking for, and how can he/she help the unit become or continue to be strong.
3	BCS 105	Practical Solutions for Common Unit Needs: The Unit Commissioner Worksheets and <u>Commissioner Helps for Packs, Troops, and Crews</u> will be covered in this course. In addition, other suggestions will be offered as to how to respond to unit needs.
6	BCS 106	A Commissioner's Priorities: This course will help the Commissioner to prioritize unit needs, enabling her/him to best utilize her/his time and energy. It will also cover the Journey to Excellence Award, which is one of the BSA's principal measurements of unit success.
3	BCS 107	Unit Journey To Excellence: Learn about the elements of the Unit Journey to Excellence and what it takes to ensure success in every unit.
7	BCS 110	Commissioner Style: Discusses the important qualities of a Commissioner, how the service that is provided is as important as what is done in the service process. Includes the importance of the Diplomatic Commissioner and the concept of "Roots and Wings".
5	BCS 112	What Would You Do? A group participation/discussion session on 10 fascinating situations that Commissioners might encounter.
2	BCS 116	Collaborative Assessments: This course focuses on how to conduct an action planning meeting with a unit using the unit self-assessment tools and the guidelines for the action planning process.
5	BCS 117	Selecting Quality Leaders: Discover the best practices to recruiting leadership to meet unit needs. You will gain a better understanding of the process and how to involve a unit's chartered organization, unit committee, and community members to build strong leadership in the local unit.
6	BCS 121	Introduction to Venturing Commissioner Science: Teaches the basics of Venturing's history, Crew dynamics, unit structure, leadership development, and how the Commissioner can best support the Venturing Crew.
7	BCS 127	Venturing Safety Awareness: To serve as a Venturing Commissioner, or as a Venturing Adult Leader, adults must understand the Youth Protection policies of the Boy Scouts of America and its' intent. Coeducational membership in Venturing makes having an in depth understanding of youth protection critical.
8	BCS 128	Venturing Monthly Program: Learn the job of the Venturing Forum Commissioner and get tips on providing the best program for Venturing Crew Advisors.
8	BCS 130	Commissioner and Advancement: This course describes why and what a Commissioner should know about advancement. A Commissioner should be prepared to assist a unit with basic questions about Advancement and know the District and Council Advancement Chairs and how to contact them when necessary.

MASTERS OF COMMISSIONER SCIENCE

DEAN: Robert Baldwin, Twin Rivers Council

DEAN: Sean McKenna, Longhouse Council

<u>Period</u>	<u>Course #</u>	<u>Course Name and Description</u>
1	MCS 301	Commitment to On-Time Charter Renewal: The group will explore why units lapse or drop and how to prevent it, how to develop a no-lapse/no-drop plan for a district.
2	MCS 302	Unit, District, and Council Finance: This class provides an overview of the unit budget plan, who pays for Scouting at all levels from the unit to National, successful unit money-earning projects, and how to help units with special financial needs.
1	MCS 303	Commissioner Lifesaving I: This session sets the stage for saving a unit and reviews the basic unit life-saving steps.
2	MCS 304	Commissioner Lifesaving II: This problem solving session explores unit situations requiring the immediate attention of the Commissioner.
3	MCS 306	Counseling Skills: This session presents counseling as an effective method for Commissioners to help units succeed. Includes the elements of good counseling, making suggestions and participating in role-playing counseling sessions.
8	MCS 308	Venturing and the Commissioner: This session stresses the importance of a Commissioner's commitment to Venturing and suggests basic elements of a plan for a Commissioner.
3	MCS 309	Good Commissioners Need Both Head and Heart: Includes great reflections from experienced Commissioners. Take home thought-provoking tips and anecdotes.
7	MCS 311	All About Assistant District Commissioners: What are the duties of an Assistant District Commissioner (ADC). How can an ADC help you be a successful Commissioner?
5	MCS 312	Recruiting New Commissioners: This session is for all who recruit Commissioners, but is the bread-and-butter session for all ADCs. It covers the steps of recruiting Commissioners, techniques and prospect sources for finding the right person.
5	MCS 313	Orienting and Training Commissioners: A session for all administrative Commissioners—covers all aspects of Commissioner training, including new Commissioner orientation, basic training, Arrowhead Honor, the Commissioner's Key, and continuing education. A variety of classroom techniques are also reviewed.
6	MCS 315	Effective Unit Service in Low Income Urban Communities: This session helps Commissioners tailor their service to populated urban areas, with practical methods for recruiting adults and working with urban units.
8	MCS 316	Effective Unit Service in Rural Areas: This course is to address the challenges of implementing Commissioner Service in rural areas
7	MCS 317	How to Remove a Volunteer: An open discussion of a variety of practical guidelines on this sensitive topic.
6	MCS 318	Top 10 Ways to Ensure Good Commissioner Service: Today everyone has their top ten lists. This group will explore a top 10 list to guarantee good Commissioner service.
7	MCS 319	District Commissioner Basics: This course is designed to explore the job description of a District Commissioner and review strategies to be effective in that role.
5	MCS 321	New-Unit Service: New-unit development and growth is incredibly important to the future of Scouting. We know these units are only successful when supported by trained Unit Commissioners. Learn the best ways to provide support to these new units and their leadership.
6	MCS 322	Advanced Special Needs Scouting: This course will provide Commissioners with knowledge to share with unit leaders so they can provide a program which provides these youth with the Scouting opportunities to succeed.
8	MCS 324	Preventing Commissioner Burnout: Covers types of burnout and how to prevent or correct it to maximize effective Commissioner tenure. Includes valuable tips on time management and refers to several aspects of "Commissioner wellness."
3	MCS 325	Consider Your Spouse and Family: Keeping your Scouting life and your Family life in balance so you can thoroughly enjoy both.

DOCTOR OF COMMISSIONER SCIENCE

DEAN: Carolyn Roorda, Seneca Waterways Council

<u>Period</u>	<u>Course #</u>	<u>Course Name and Description</u>
1	DCS 501	Selecting a Thesis: This session introduces the participants to the thesis project, discusses what constitutes a good thesis or research topic, and helps them select their general thesis topic.
2	DCS 502	Limiting the Scope of the Topic: Participants receive help in reducing the thesis topic to workable size and ideas for thesis/ project research.
3	DCS 503	Developing the Thesis or Project: This session covers the thesis outline and a variety of suggestions for writing and revising the report.
5	DCS 504	Thesis Project Workshop: This course is for those who feel they need more help getting started on or completing their thesis/project.
6	DCS 505	Being a Thesis Project Advisor: Prepares a person holding a DCS to become a thesis/project advisor. Provides specific procedures and techniques to make the task easier. Helps provide common standards for the acceptance of a DCS thesis/project. <i>Prerequisite: Have earned the Doctor of Commissioner Science at a College of Commissioner Science. Be recommended by the local council for the position of Thesis/Project Advisor. We recommend that advisors be selected from those individuals earning a DCS who did not need extensive guidance or editing assistance while writing their thesis/report.</i>
7	DCS 514	The Commissioner and Professional: Learn more about the relationship between the Commissioner and professional. How can both work closely together to reach a common goal of providing quality service to units?
8	DCS 520	Assessing District Health: Learn about the resources necessary to assess a district's ability to provide quality unit service. Learn how to use the resources available to the Commissioner that can assist in identifying strengths and bring improvements to weaknesses found in the district.

Powder Horn Course Directors Conference

Course Director: Paul Kendzierski

1-8	PH 900	Powder Horn Course Directors Conference: Training for Council approved Course Directors for upcoming Powder Horn Courses.
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CERTIFICATE OF COMMISSIONER CONTINUING EDUCATION

DEAN: Leslie Sanborn, Green Mountain Council

<u>Period</u>	<u>Course #</u>	<u>Course Name and Description</u>
6	CED 713	Special Needs Scouting-Advancement: This course will provide Commissioners with knowledge to share with unit leaders so they can deliver an Advancement program that provides these youth with the Scouting opportunities to succeed.
7	CED 714	Special Needs Scouting-ADHD: This course will provide Commissioners with knowledge to share with unit leaders so they can deliver a Scouting program that provides these youth with the Scouting opportunities to succeed.
8	CED 715	Special Needs Scouting-Autism: This course will provide Commissioners with knowledge to share with unit leaders so they can provide a Scouting program which provides these youth with the Scouting opportunities to succeed.
5	CED 716	Managing Conflict: This course will teach skills to effectively mediate and resolve conflicts in Scouting units and your everyday life.
7	CED 720	Valuing Diversity Introduction: The purpose of this course is to increase knowledge and general understanding of diversity issues without making value judgments or calling into question peoples' religion, culture, or political beliefs and affiliations.
8	CED 724	Men and Women - Different not Better: This is a <i>FUN</i> course that highlights the spatial abilities, vision differences, communications differences and speech differences between men and women from evolution to today.
1	CED 801	Quality Commissioner Retreats: Retreats are an important way for Commissioners to take time for in-depth learning and discussion.
2	CED 802	Including Fun In What You Do: This course will outline how to have fun while being effective as a Commissioner. The course will discuss why having fun is important, outline ways to have fun, and provide examples of fun activities. Participants are invited to wear their favorite "Class B or C" t-shirt rather than a Field Uniform shirt during this session.
1-2	CED 803	Camp Commissioner: The role and duties of a Commissioner during Summer Camp and how the Camp Commissioner interfaces with units and Camp Staff.
3	CED 804	Trauma-Informed Scouting: Learn to recognize and understand the impacts of trauma on youth and why Scouting is a great opportunity to meet the needs of youth who have experienced trauma, such as poverty, domestic violence, exposure to substance-using caretakers, deployed parents, etc.
5	CED 805	Future of Roundtables: Future of Roundtables: Are Roundtables still relevant? Are there better ways to achieve the goals of Roundtable? Let's gather to share successes, failures, frustrations, and to brainstorm this pervasive concern.
1	CED 806	Substance Abuse 101: A brief review of the current status of the substance use problem in the United States, a discussion of risk factors for addiction, what to look for and strategies for approaching a child suspected of using drugs.
6	CED 807	Activating the Unit Key 3: How do we motivate chartered organizations and unit committees to take on their proper responsibilities? An open forum for sharing and brainstorming.
3	CED 808	Family Scouting Open Forum: Discussion of how Commissioners can assist units in thinking about and working through the issues involved with implementation of Family Scouting.
1,3,5,7	CED 809	Using Commissioner Tools: Not comfortable using Tools? It's more important than ever that our contacts and assessments be recorded. Spend a little time learning the ins and outs in this hands on class.
8	CED 810	Council Commissioner Area Meeting

COURSE #	TITLE	PERIOD	TIME	NOTES
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Commissioner Basic Training

001	Commissioner Basic Training	1-5	9:00 to 1:50	
004	Roundtable Commissioner Basic Training	1-3	9:00 to 12:00	
003	District/Assistant District Commissioner Training	5-7	1:00 to 3:40	
002	New Unit Commissioner Basic	8	3:45 to 4:35	

Bachelor's Level

102	Unit Charter Renewal	1	9:00 to 9:50	
103	The Commissioner and the District	2	9:55 to 10:45	
104	Unit Visitation	1	9:00 to 9:50	
105	Practical Solutions for Common Unit Needs	3	10:50 to 11:40	
106	A Commissioner's Priorities	6	1:55 to 2:45	
107	Unit Journey to Excellence	3	10:50 to 11:40	
110	Commissioner Style	7	2:50 to 3:40	
112	What Would You Do?	5	1:00 to 1:50	
116	Using the Unit-Self Assessment Tools	2	9:55 to 10:45	
117	Selecting Quality Leaders	5	1:00 to 1:50	
121	Introduction to Venturing Commissioner Science	6	1:55 to 2:45	
127	Personal Safety Awareness for Venturing	7	2:50 to 3:40	
128	Venturing Monthly Program	8	3:45 to 4:35	
130	Commissioner and Advancement	8	3:45 to 4:35	

Master's Level

301	No-Lapse/No Drop Commitment	1	9:00 to 9:50	
302	Unit and Council Finance	2	9:55 to 10:45	
303	Commissioner Lifesaving I	1	9:00 to 9:50	
304	Commissioner Lifesaving II	2	9:55 to 10:45	
306	Counseling Skills	3	10:50 to 11:40	
308	Venturing and the Commissioner	8	3:45 to 4:35	
309	Good Commissioners Need Both Head and Heart	3	10:50 to 11:40	
311	All About Assistant District Commissioners	7	2:50 to 3:40	
312	Recruiting New Commissioners	5	1:00 to 1:50	
313	Orienting and Training Commissioners	5	1:00 to 1:50	
315	Effective Unit Service in Urban Communities	6	1:55 to 2:45	
317	How to Remove a Volunteer	7	2:50 to 3:40	
318	Top 10 Ways to Ensure Good Commissioner Service	6	1:55 to 2:45	
319	District Commissioner Basics	7	2:50 to 3:40	
321	New Unit Service	5	1:00 to 1:50	
322	Advanced Special Needs Scouting	6	1:55 to 2:45	
324	Preventing Commissioner Burnout	8	3:45 to 4:35	
325	Consider Your Spouse and Family	3	10:50 to 11:40	

Doctoral Level

501	Selecting a Thesis / Research Project Topic	1	9:00 to 9:50	
502	Limiting the Scope of the Topic	2	9:55 to 10:45	
503	Developing the Thesis Outline and Writing the Report	3	10:50 to 11:40	
504	Thesis Project Workshop	5	1:00 to 1:50	
505	Being a Thesis Project Advisor	6	1:55 to 2:45	
514	The Commissioner and Professional	7	2:50 to 3:40	
520	Assessing District Health	8	3:45 to 4:35	

Continuing Education

713	Special Needs Scouting: Advancement	6	1:55 to 2:45	
714	Special Needs Scouting: AD/HD	7	2:50 to 3:40	
715	Special Needs Scouting: Autism	8	3:45 to 4:35	
716	Managing Conflict	5	1:00 to 1:50	
720	Valuing Diversity: Introduction	7	2:50 to 3:40	
724	Men and Women: Different; Not Better	6	1:55 to 2:45	
801	Quality Commissioner Retreats	1	9:00 to 9:50	
802	Including Fun In What You Do	2	9:55 to 10:45	
803	Camp Commissioner	1 & 2	9:00 to 10:45	
804	Trauma Informed Scouting	3	10:50 to 11:40	
805	Future of Roundtables	5	1:00 to 1:50	
806	Substance Abuse 101	1	9:00 to 9:50	
807	Activating the Unit Key 3	6	1:55 to 2:45	
808	Family Scouting Open Forum	3	10:50 to 11:40	
809	Commissioners Tools Workshop	1,3,5,7		

Powder Horn

900	Course Directors Conference	1-8	9:00 to 4:35	
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2018 DEGREE REQUIREMENTS

NOTE: FOR ALL DEGREES, COURSE WORK COMPLETED IN PRIOR YEARS COUNTS TOWARD YOUR DEGREE REQUIREMENTS!

YOU WILL BE PROVIDED WITH CERTIFICATES FOR THE COURSE WORK YOU COMPLETE AT THE 2017 NER AREA 3 COLLEGE OF COMMISSIONER SCIENCE. YOU WILL NEED TO KEEP ALL OF YOUR CERTIFICATES AS PROOF OF COURSEWORK WHEN APPLYING FOR THE DOCTORATE OF COMMISSIONER SCIENCE.

Certificate for Commissioner Basic Training: (initial formal training for Commissioners)

Awarded to attendees who complete the “Basic Training” (UC Basic, N-UC Basic, DC/ADC Basic or RTC Basic) curriculum.

Bachelor of Commissioner Science: Coursework Certificate

Awarded to attendees who complete **five** courses in the Bachelor’s curriculum and **two** other courses.

Master of Commissioner Science: Coursework Certificate

Awarded to attendees who hold the Bachelor’s Degree and who complete **seven** courses in the Master’s curriculum.

Doctor of Commissioner Science: Coursework Certificate

Certificate of Doctoral Course Completion will be awarded to attendees who have completed their Masters of Commissioner Science and complete **five** courses in the Doctorate curriculum and **two** other courses. Certificate will show 7 courses, you need a total of 10 for the Doctorate Program.

Certificate of Commissioner Continuing Education: Coursework Certificate

Awarded to those Scouters who complete any **seven** courses at the College. This Certificate is designed for those who have completed their Doctorates and wish to further their Scouting education, **or** to those Scouters who wish to further their Scouting education without becoming degree candidates.

Doctorate of Commissioner Science Knot Award

An award that is available with the approval of your local council. Minimum requirements of tenure and training are necessary, which include the successful completion of Commissioner College Degree prerequisites, requirements and performance.



Registration information Page 1

**2018 NER AREA 3 – COMMISSIONER SUMMIT & COLLEGE OF COMMISSIONER SCIENCE
REGISTRATION FORM - PLEASE Print Clearly**

Name _____ Council _____
(as you would like it on your diploma)

How Should Your First Name Appear on Your Name Tag? _____

Street Address: _____ Town: _____

State: _____ Zip _____ Phone (_____) _____

E-Mail Address: _____

Your Role In Commissioner Service: _____

Your Role at the College (check ALL that apply): ___ Student ___ Instructor ___ Dean ___ Support Staff

Degree Candidate for: (check only ONE)

- _____ Commissioner Basic Training (4 periods)
- _____ Roundtable Commissioner Basic Training (3 periods)
- _____ Bachelor of Commissioner Science
- _____ Master of Commissioner Science
- _____ Doctor of Commissioner Science
- _____ Certificate of Commissioner Continuing Education

Select a Box Lunch (all include a full sandwich, chips, pickle & cookie)

___ Turkey ___ Tuna ___ Veggie ___ Ham & Swiss

_____ Check if Gluten Free is desired

Any Other Special Dietary or Access Needs?

******* Copies of the College Catalog and Registration Form are available on Area 3 Council Websites *******

**2018 NER AREA 3 – COMMISSIONER SUMMIT & COLLEGE OF COMMISSIONER SCIENCE
REGISTRATION FORM - PLEASE Print Clearly**

Registration Fee per person - includes course materials, coffee, donuts, lunch, & patch **\$30.00**

REGISTRATION FORM & FEE MUST BE POSTMARKED or ENTERED ONLINE BY Friday, March 30, 2018

Late registration (FAXED , POSTMARKED or Entered ONLINE after 3/30/18 or AT THE DOOR): **\$35.00**

Online Registration Link: www.senecawaterways.org/Commissioner-college

or

Paper Registration: Please mail Registration pages 1 & 2 along with the Course Preference form with your registration fee to:

**Seneca Waterways Council
2320 Brighton-Henrietta Town Line Rd
Rochester, NY 14623**

Print Name As It Appears on Card: _____

Street Address: _____ Town: _____
City: _____ Zip Code: _____

Phone: (_____) _____

Form of Payment:

- Credit Card Check Money Order Cash (do not mail cash)
 MasterCard Visa AmEx Discover

Checks submitted should be made payable to: **Seneca Waterways Council**

Credit Card No. _____ CV Number: _____ Expiration date: ____/____
Month / Year

Total amount to be charged: _____ Signature: _____
(Signature is required)

Account # 1-6801-899-20

PLEASE COMPLETE AND INCLUDE THE COURSE PREFERENCE SHEET ON THE NEXT PAGES
(We request this information now for class size pre-planning - you may make course changes the day of the College)

2018 NER AREA 3 CCS - COURSE PREFERENCE SHEET

PLEASE REVIEW AND USE THE COURSE LISTING TO CIRCLE THE COURSES YOU WISH TO ATTEND, MAKE A COPY FOR YOURSELF AND SEND THIS SHEET WITH YOUR REGISTRATION.

Name _____ Council _____

NOTE: Although your course selections are not binding, your advance registration helps us determine classroom size!

Registrations received by March 30th are guaranteed a seat; "walk-ins" are welcome on a "space available" basis.

CURRICULUM	Opening	1	2	3	4 LUNCH	5	6	7	8	Graduation and Closing
	8:40- 8:50	9:00- 9:50	9:55- 10:45	10:50- 11:40	11:45- 12:55	1:00- 1:50	1:55- 2:45	2:50 – 3:40	3:45- 4:35	4:45 – 5:15
Basic		001	001	001		001				
		004	004	004		003	003	003	002	
Bachelor's		102	103	105		112	106	110	128	
		104	116	107		117	121	127	130	
Master's		301	302	306		312	315	311	308	
		303	304	309		313	318	317	316	
				325		321	322	319	324	
Doctorate		501	502	503		504	505	514	520	
Continuing Ed		801	802	804		716	713	714	715	
		803	803	808		805	807	720	724	
		806								
Tools		809		809		809		809		
Powder Horn		900	900	900		900	900	900	900	