



Early Childhood Workshop Series

WHERE: Berkley Child and Family Development Center
1012 East 52nd Street, Kansas City, MO 64112

WHEN: 6:30 – 8:30 pm

Parking: **Free Parking** in the lot next to the building, street parking or across the street at St. Francis Xavier church. All other lots on the UMKC Volker Campus are metered.

COST: **\$24.00 per participant per Workshop Session**

CEU's: **Continuing Education Unit (CEU)** is an international measure of Continuing Education Units in a non-credit professional development program. Participants must be present for the entire workshop program to receive CEUs. ***Each individual workshop session is 0.2 CEU's or two contact hours.*** CEU Certificate(s) will be distributed at the end of the workshop.

STATE SPECIFIC: **Missouri:**
Approved with Missouri Department of Health and Senior Services (DHSS)- Missouri Workshop Calendar (MWC)

Kansas:
University of Missouri-Kansas City (UMKC) State Approved

REGISTER:

- 1. Complete online enrollment at:**
(insert link here)
No paper enrollment will be accepted
- 2. Attach check for \$22.00 per participant per workshop.**
Cash will not be accepted as a form of payment
- 3. Make Check Payable to: UMKC School of Education CPE**
- 4. Mail Payment to:**
UMKC School of Education – Continuing and Professional Education
615 E. 52nd Street – Suite 24, Kansas City, MO 64110

Or

Pay at the door

UMKC School of Education Continuing and Professional Education
615 E. 52nd Street – Suite 24
Kansas City, Missouri 64110
816-235-1188 / umkc-continuinge@umkc.edu

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Minimum Enrollment:

A minimum enrollment of 10 paid participants is required for each session. The individual session will be cancelled 24 hours prior to the date of the session if minimum enrollments have not been met.

Cancellation Policy:

Inclement Weather: A session can be cancelled at any time due to inclement weather conditions. The director of the program will make this decision by 4:00 pm the day of the workshop session.

An email stating the cancellation will be sent to the email provided in the online enrollment form.

100% Refund

- Series is cancelled by program director due to weather, minimum enrollments not achieved, or other circumstances as approved by program director.
- Registration is cancelled seven days prior to the session
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Policy: Refund

0% Refund

- No refund will be given if registration is not cancelled seven or more days prior to the session.
- Registrant does not attend or completes session

Returned Check Fee:

- University fees will apply (\$25 return check fee & finance charges) for any returned checks due to insufficient funds.

Questions: Call 816-235-6633 or umkc-continuinge@umkc.edu. Fax: 816-235-1614.
