

Subject: Reminder to Confirm Your Session by FRIDAY

This is a reminder that in order to be placed in our printed program and officially scheduled, you must confirm that you will attend the conference and present your session(s). Please note: you do not need to be registered to attend the conference yet in order to confirm.

If you have several presenters, only one presenter needs to confirm for your presentation group.

The deadline to confirm or decline is Friday, December 11, 2009.

To confirm, please visit the submission login at:

[http://center.uoregon.edu/conferences/CASCharter/FORMS/CFP/cfp\\_login.php?formid=1343571](http://center.uoregon.edu/conferences/CASCharter/FORMS/CFP/cfp_login.php?formid=1343571)

You will reaccess the submission system with your email and password. Click on the Presentation Agreement Form to confirm.

If you have any questions about your session, problems with the scheduled time, or wish to cancel your session, please e-mail [chartercfp@continue.uoregon.edu](mailto:chartercfp@continue.uoregon.edu).

**SPECIFIC INFORMATION ABOUT YOUR SESSION:**

Session ID

Session Title

Presenter(s)

Strand

Date Scheduled

Time Scheduled

Location

If you have any questions about your session, problems with the scheduled time, or wish to cancel your session, please e-mail [chartercfp@continue.uoregon.edu](mailto:chartercfp@continue.uoregon.edu).

The full schedule of breakout sessions is posted on our web site. You will be able to search for your session by your name at <http://www.charterconference.org>.

**REGISTRATION:**

All presenters must be registered for the conference. Presenters have three registration options:

1. Full conference registration
2. One Day registration

3. You may also register as "Presentation Only" at no cost, however there are severe limitations to the 'Presenting Only' option. You may only visit the session room where you are presenting and may not partake in any other conference activities. You will not be able to visit the exhibit hall or any other sessions. This policy will be strictly enforced in 2010.

Presenters who have not already registered should visit our private presenter online registration link to register (if you did not receive the email with this link, please contact us at [charterconf@continue.uoregon.edu](mailto:charterconf@continue.uoregon.edu) to have this link emailed to you). We encourage you to register by January 15th to take advantage of the better rate. After January 15th, pricing increases.

If you have already registered prior to this acceptance, we will honor the presenter rate and adjust your registration. Please e-mail the Registration Office at [charterconf@continue.uoregon.edu](mailto:charterconf@continue.uoregon.edu) with the subject line: "Presenter Rate Adjustment" and ask that your registration be adjusted.

#### SPEAKER WEBPAGE:

For more information about presentations in general, please visit [http://www.charterconference.org/speaker\\_info.php](http://www.charterconference.org/speaker_info.php).

Thank you for participating as a presenter at the 17th Annual California Charter Schools Conference. We look forward to seeing you in Sacramento!

Programming Committee  
The 17th Annual California Charter Schools Conference