



Asian Association of School Human Resource Management and Development Practitioners, Inc. (AASHPI)

18th National Convention

REGISTRATION FORM

Marco Polo Hotel, Nivel Hills, Cebu Veterans Drive, Cebu City
August 30-September 1, 2017

Name of School: _____ Telephone No.: _____

Address : _____ Fax No. : _____

Please write in print. You may also register online through www.aashpi.org.ph/convention-online-registration.

Name of Delegate (as will appear in Certificate) (Required)	Nickname (as will appear in Name Tag) (Required)	Gender (M/F)	Official Job Title/ Designation	E-mail Address of Delegate (Required)	Phone Number of Delegate	CURRENT INDIVIDUAL MEMBER: Enter Membership Card No. Here
1.						
2.						
3.						
4.						
5.						

SEMINAR INVESTMENT FEE:

	Member (in Php)			Non-Member (in Php)		
	Early Bird	Regular Rate	Walk-In	Early Bird	Regular Rate	Walk-In
Investment Fee	Php 8,200.00	Php 9,500.00	Php 10,500.00	Php 9,000.00	Php 10,500.00	Php 11,500.00
VAT (12%)	<i>Php 984.00</i>	<i>Php 1,140.00</i>	<i>Php 1,260.00</i>	<i>Php 1,080.00</i>	<i>Php 1,260.00</i>	<i>Php 1,380.00</i>
TOTAL:	Php 9,184.00	Php 10,640.00	Php 11,760.00	Php 10,080.00	Php 11,760.00	Php 12,880.00
Cut-off Period	<i>Up to July 22, 2017 only</i>	<i>July 23 to Aug. 12, 2017</i>	<i>Aug. 13, 2017 onwards</i>	<i>Up to July 22, 2017 only</i>	<i>From July 23 to Aug. 12, 2017</i>	<i>Aug. 13, 2017 onwards</i>

- Early bird rate applies to participants who registered and paid on or before July 22, 2017.
- Regular rate applies to participants who registered and paid from July 23, 2017 to August 12, 2017.
- Walk-in rate applies to participants who will register and pay on August 13, 2017 or during the convention.

Please see back page for the Terms and Conditions of Registration and Payment, and AASHPI books. Thank you.

CURRENT INSTITUTIONAL MEMBER:

Enter Membership Card No. here _____

Notes:

- 1) Seminar Investment Fee is quoted per track.
- 2) Seminar Investment Fee includes: a) Certificate of Attendance b) Seminar Kit and c) Food: AM and PM Snacks & Lunch

Not yet a member? Visit aashpi.org.ph/membership to see how.

AASHPI Membership Fee:

	July to Dec 2017
Individual	Php 700.00
Institutional	Php 1,000.00

Printed Name and Signature of Authorizing Officer: _____ Designation: _____ Date: _____

SEMINAR INVESTMENT FEE:

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	Early Bird	Regular Rate	Walk-In	Early Bird	Regular Rate	Walk-In
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**Avail of the GROUP DISCOUNT when you register your team.
Visit aashpi.org.ph/discounts for more details.**

TERMS AND CONDITIONS OF REGISTRATION AND PAYMENT

a) For **on-site payment**, forward cash or check (payable to Asian Association of School Human Resources Management and Development Practitioners, Inc.) payment to AASHPI Center c/o Southville International School and Colleges, 1281 Tropical Ave. cor. Luxembourg St., BF International, Las Piñas City.

-or-

b) For **off-site payment**, send bank remittance to AASHPI Bank Account: S/A 3531-00289-3 PNB (formerly Allied Bank), Aguilar Avenue Branch, Las Piñas City. Fax the remittance slip to telefax (02) 825-3985 or email to aashpi.org@gmail.com together with the registration form.

c) Only acknowledged registration and payment will be recorded. Please ensure that transmittals are acknowledged by the Secretariat. You may e-mail the Secretariat at aashpi.org@gmail.com or call (02) 825-2358 loc 105/164 or 0917-6626782 for confirmation.

d) **CANCELLATION BY DELEGATE:** Cancellation must be done at least two (2) weeks before the event. The delegate may send a substitute or request for refund of the amount paid. **Cancellation/ Substitution should be done in writing and duly acknowledged by the Secretariat.** In case of refund, kindly indicate in the letter your institution's bank details such as name of bank, account name, account number, type of account and branch. Refund of the amount paid will be less 40% processing charge. No refund will be made for cancellation after August 16, 2017. Non-appearance or failure to send notice as scheduled will result to forfeiture of the full amount paid.

AASHPI BOOKS

COST OF BOOKS*

A Compendium of Job Descriptions for Positions in the School Setting	Php 650
Managing Human Resource Management: Local and Global Perspectives (Outcomes-based Learning)	Php 478
2014 Compensation and Benefits Survey in Schools in the Philippines	Php 1,500
Job Ranking and Salary Schemes for Schools (3rd Edition)	Php 600
Focused Interview Selection Technology for School Administrators, Officers, Faculty and Staff	Php 450
An Educational Institutional Culture Manual	Php 600
Institutional Productivity and School Quality Through Key Results Areas and Rubrics	Php 650
WPS: An Effective Tool for Organizational Efficiency	Php 550
Human Resource Management: Local and Global Perspectives	Php 398
A Handbook on How to Develop Effective Performance Management System	Php 250
*Price is exclusive of the cost of delivery	



HOTEL ACCOMMODATION

For hotel accommodation, delegates may check out the rates or book hotels through the following website:

- www.marcopolohotels.com
- www.radissonblu.com/en/hotel-cebu
- www.agoda.com
- www.booking.com
- www.hotelscombined.com
- www.airbnb.com

Hotel bookings made by the delegates will be on their personal account.



Book your hotel accommodation @ Marco Polo Hotel or Radisson Blu Hotel and avail of the Special Rates exclusively offered to AASHPI 18th National Convention delegates. See aashpi.org.ph/hotels for more details.