



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

19th National Convention

REGISTRATION FORM

Mere Marie Anne de Tilly Convention Hall, St. Paul College Pasig, St. Paul Road, Barangay Ugong, Pasig City

August 29 - August 31, 2018

Name of School: _____ Telephone No.: _____

Address : _____ Fax No. : _____

Please write in print. You may also register online through 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	Breakout Session Track No. (1 to 3) *
1.							
2.							
3.							
4.							
5.							

Note: By submitting this form, you allow AASHPI to use the personal information provided above as well as the information (name, address, and contact number) of the school or institution you are connected with. It will serve as your consent for AASHPI to utilize those information for business related transactions, communication purposes and other process execution including delivery of notices, services and/or third party relationship management. Rest assured that all information will be treated accordingly.

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 6,696.00	Php 7,589.00	Php 8,482.00	Php 8,036.00	Php 8,929.00	Php 9,821.00
VAT (12%)	Php 804.00	Php 911.00	Php 1,018.00	Php 964.00	Php 1,071.00	Php 1,179.00
TOTAL:	Php 7,500.00	Php 8,500.00	Php 9,500.00	Php 9,000.00	Php 10,000.00	Php 11,000.00
Cut-off Period	<i>Up to July 31, 2018 only</i>	<i>August 1 to 17, 2018</i>	<i>August 18, 2018 onwards</i>	<i>Up to July 31, 2018 only</i>	<i>August 1 to 17, 2018</i>	<i>August 18, 2018 onwards</i>

* Breakout Session Tracks for August 31, 2018:

TRACK NO.	TOPIC
Track 1	Research Presentations
Track 2	Enriching Values, Ethics & Wellness in the Workplace
Track 3	Coaching and Working with Millennial

- Early bird rate applies to participants who registered and paid on or before July 31, 2018.
- Regular rate applies to participants who registered and paid from August 1 to 17, 2018.
- Walk-in rate applies to participants who will register and pay on August 18, 2018 up to the convention.

Delegates are advised that each track has a limited slot. The organizer may opt to re-assign participants to another track in case chosen track has reached its maximum number of attendees.

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

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

AASHPI Membership Fee:

	July to Dec 2018
Individual	Php 700.00
Institutional	Php 1,000.00

CURRENT INSTITUTIONAL MEMBER:

Enter Membership Card No. here _____

Notes: Seminar Investment Fee includes: a) Certificate of Attendance b) Seminar Kit and c) Food: AM and PM Snacks & Lunch

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

SEMINAR INVESTMENT FEE:

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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 National Office c/o Southville International School and Colleges, 1281 Tropical Ave. cor. Luxembourg St., BF International, Las Piñas City.

-or-

b) For **off-site payment**, please deposit to any PNB branch near you. Kindly deposit payment to AASHPI PNB S/A 1451-7000-1513. Fax the photocopied 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 14, 2018. 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 near St. Paul College Pasig through the following website:

- www.agoda.com
- www.booking.com
- www.expedia.com.ph
- www.airbnb.com

Hotel bookings made by the delegates will be on their personal account. The complete address of St. Paul College Pasig for your reference in booking is:

**St. Paul College Pasig
St. Paul Pasig Road, Barangay Ugong, Pasig City**