

Enhancing Judicial Bench Skills

JS 624

April 24 – 27, 2017

Napa Valley Marriott Hotel & Spa – Napa, California

CONFIRMATION OF ENROLLMENT

TIME-SENSITIVE INFORMATION BELOW

Thank you for enrolling in the above-mentioned course. Please read all the information listed below.

If you have any questions, please call or email the registrar's office:

(800) 255-8343 or registrar@judges.org

Agenda

DAILY SCHEDULE MONDAY THROUGH THURSDAY:

7:30 a.m. – 8:00 a.m. (continental breakfast available)

8:00 a.m. – 4:50 p.m. (class sessions; may vary based upon curriculum)

12:00 p.m. – 1:00 p.m. (lunch served)

COURSE CONCLUDES WITH GRADUATION ON THURSDAY BY 4:10 P.M.

CERTIFICATE OF COMPLETION

To receive your Certificate of Completion you must attend all sessions and be present through graduation on the final day of the program. Please see attendance policy below.

Payment Information

The tuition for this course is \$1,349.00. The conference fee is \$499.00. The funding agency listed on your registration will be billed for tuition and conference fees prior to the course opening date. If no agency is listed, you will be billed personally and must forward the invoice to the responsible agency. If you are responsible for fees, please remit payment upon receipt of this confirmation.

Attendance Policy

The National Judicial College (NJC) has a responsibility to the funding agencies that sponsor your attendance. The NJC must ensure that the tax dollars spent on continuing education are utilized for maximum benefit. It is, therefore, the policy and practice of The NJC *not* to award a Certificate of Completion to any participant who is consistently tardy or fails to attend all educational sessions.

Cancellation Policy

A full tuition and conference fee refund is available if your cancellation notice is received 30 days prior to the start date of the course. As a reminder, you need to provide cancellation notices to *both* The NJC and the location with which you made hotel arrangements. You are financially responsible for any fees charged should you fail to cancel your travel/hotel reservations.

Class and Meal Information

WHEN JUSTICE FAILS: THREATS TO THE INDEPENDENCE OF THE JUDICIARY WILL BE HELD AT:

Napa Valley Marriott Hotel & Spa
3425 Solano Avenue
Napa, CA 94558 USA

Telephone: 707-253-8600

Fax: 707-258-1320

Website: <http://www.marriott.com/hotels/travel/sfonp-napa-valley-marriott-hotel-and-spa/>

The conference fee that you pay covers daily refreshment breaks, continental breakfast and lunch Monday through Thursday. You are on your own for all other meals.

Housing Accommodations

Participants may choose to stay at the Napa Valley Marriott Hotel & Spa. **Reservations: 866-263-1462. When making reservations mention the "National Judicial College" for contract rate.** Contract rate is \$189 for single/double occupancy. Hotel room rates are subject to applicable taxes* and fees* (currently 14.065%). All reservations must be guaranteed with a major credit card. The hotel has agreed to offer the group rate up to three days prior and post of contracted dates based upon availability. *subject to change

THE ROOM BLOCK FOR THIS COURSE IS LIMITED.

RESERVATIONS ARE BASED UPON FIRST COME, FIRST SERVED.

RESERVATION CUT-OFF DATE IS MARCH 31, 2017 3PM (CENTRAL TIME ZONE)

OR UNTIL ROOM BLOCK IS FILLED.

Check-in time is 4:00 p.m. and check-out time is by 11:00 a.m.

Standard 24-hour cancellation policy applies of one room night plus tax.

Complimentary guest room internet will be honored.

Complimentary Wi-Fi access in NJC meeting space.

Complimentary on-site parking.

Arrival and Departure Information

The Napa Valley Marriott Hotel & Spa is located approximately 62 miles from the San Francisco International Airport (SFO) in San Francisco, CA; 67 miles from the Sacramento International Airport (SMF) in Sacramento, CA; and 55 miles from the Oakland International Airport (OAK) in Oakland, CA. The hotel does *not* offer shuttle service.

Transportation options:

Shuttle Service: Fees \$45 one way; Bus Service: Fees \$45 one way; or Taxi: Fees \$150-\$200 All fees stated are subject to change and based upon one-way fare and availability. Additional information can be found at <http://www.marriott.com/hotels/maps/travel/sfonp-napa-valley-marriott-hotel-and-spa/>

Attire

The temperature in Napa, California in April fluctuates from an average high of 66 degrees Fahrenheit to an average low of 45 degrees Fahrenheit. Please check www.weather.com for current information. Casual attire is appropriate during class sessions.

Continuing Judicial or Legal Education Credits (CJE/CLE)

CJE/CLE credits are provided to participants via a uniform certificate of attendance form upon completion of applicable NJC courses. Participants are responsible for filing this form with their state's Continuing Legal Education offices where required. While NJC courses are nationally recognized by CJE/CLE commissions, boards or bars, participants are asked to please follow their state's specific filing rules to have CJE/CLE credits approved for this course.

The amount of CJE/CLE credit you are eligible to receive may be reduced if you are absent during any class sessions. If you need to leave during the class, please make the appropriate deduction from your CJE/CLE request.

Courtesy to Faculty and Fellow Participants

Please note scheduled breaks will be offered during the class. Therefore, out of respect for your colleagues and speakers we ask that you not engage in activities that may be distracting during the class. Before each session, we ask that all electronic devices be muted or turned off. If you must take a call during the presentation, please take the call outside of the room.

Additional Information

- Additional classes can be viewed on the NJC website at www.judges.org
- If you would like information about the NJC Certificate in Judicial Development program, please visit <http://www.judges.org/certificate/index.html>

Judicial Studies Program Exam (JSP)

This course qualifies for credit in the Judicial Studies degree program upon successful completion of the course and the course exam for those participants who are candidates in the University of Nevada, Reno Masters or Ph.D. Judicial Studies degree programs. Please see the course program attorney during the class for information regarding the exam. Additional information about this degree program can be viewed at <http://www.judicialstudies.unr.edu/>.

(NOTE: This exam is optional for non-candidate participants.)

A take home JSP exam will be emailed following the conclusion of the course.

The NJC is On Call for You

Someone is available to answer your call. If you experience challenges while travelling to or from an NJC course and our office is closed, please contact us at 775-813-1891.

Elliott, Brady

From: Muriel Bartlett <bartlett@judges.org>
Sent: Wednesday, February 15, 2017 6:10 PM
To: Elliott, Brady
Cc: bradyelliott@comcast.net
Subject: Enhancing Judicial Bench Skills course
Attachments: Enhancing Judicial Bench Skills 4-24-17 conf_letter F.pdf

Hon. Brady G. Elliott,

You are receiving this email message to confirm your attendance for the Enhancing Judicial Bench Skills course being presented by The National Judicial College (NJC) on 4/24/2017.

Attached to this email is a confirmation letter with additional logistics for the course.

Your attendance at the program is expected. Should you not be able to attend the course advanced notice is required. Please contact the NJC registrar directly should you need to cancel your attendance.

Course Cancellation Policy

The National Judicial College (NJC) reserves the right to cancel or reschedule any listed course. In the event that a course must be cancelled, the NJC will provide at least 60 days' notice. If a course is cancelled, when applicable a refund of fees paid for the course may be requested. The NJC is not responsible for any travel/lodging costs incurred in the event of a course cancellation. The NJC reserves the right to limit the enrollment in any scheduled class.

Participant Cancellation Policy

A full tuition and conference fee refund is available when applicable if your cancellation notice is received 30 days prior to the start date of the course; cancellations made within the 30 day period and "no shows" will be assessed a \$100 cancellation fee.

If you have any questions or are unable to open the attachment, please contact the registrar at this email address or at (800) 255-8343 / (775) 784-6747.

The National Judicial College / Registrar's Office
Muriel M. Bartlett, Registrar / Brenda Pardini, Assistant Registrar