
This e-mail will confirm your enrollment in the CEM Analysis using PV & DI-2D Training Program sponsored by the Office of Juvenile Justice and Delinquency Prevention and the Fox Valley Technical College ICAC Training & Technical Assistance Program scheduled in Tampa, Florida. The training will begin on December 14, 2017 at 8:00AM, and end on December 15, 2017 at 5:00PM.

TRAINING LOCATION:
Tampa Marriott Waterside
700 S. Florida Ave.
Tampa, FL 33602
(813) 221-4900

If you have not yet made lodging reservations, please do so at this time. The block of rooms at the Tampa Marriott Waterside is sold out. Please use the following link for information regarding lodging in the area.
<https://www.icactaskforce.org/Pages/FLConf.aspx>

GROUND TRANSPORTATION:
Hotel does not provide shuttle to airport. Estimated taxi fare \$25 (one way)

HOTEL PARKING:
Valet Parking \$28; Short Term Valet \$20 (day time only). Contact hotel for self-park options. All fees subject to change.

AIRPORT INFORMATION:
Tampa International Airport

Please arrive early for registration on the first day so that training may begin promptly. Please note that training does not end until 5:00PM on the last day. Attendance is required at all class sessions so make your travel plans accordingly.

Please respond to this email within three days to let us know you have received this information. Because you have now been accepted into this class any future registrations for the CEM Analysis using PV & DI-2D course will be dropped. If you have any questions, please do not hesitate to contact our office by calling (877) 798-7682.

CANCELLATION AND SUBSTITUTE ATTENDEE POLICY:

Participant cancellation must be made using our On-line Registration system (Drop Class feature) no later than 5:00 pm eastern time on December 14, 2017. Cancellations made prior to this deadline will be accepted without penalty. Failure to cancel prior to this deadline or failure to attend without cancellation notice will jeopardize the approval of any future program registration that you may submit for training through Fox Valley Technical College. If you are unable to attend, please notify us as soon as possible so that a participant on the waiting list has the opportunity to attend. The agency of a no-show participant will be billed 0.00 for the cost of the vacant training seat plus any lodging costs incurred by our program.


Substitute attendees are not allowed.

FUNDING:

The following is funded: registration fees and program materials. Lodging as well as meals, travel, parking, telephone calls, and other such incidentals are the responsibility of the participant. Any lodging costs incurred by our program as a result of a "No-show" participant will be billed back to the attendee's agency.

This is an intensive training program and certificates will be awarded for successful completion. Daily attendance is taken. Business casual dress is recommended.

We are pleased you are participating in this program and look forward to meeting you. If you have any questions, please call (877) 798-7682.

For future reference, your Student ID is: 

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