



# Federal Employment Law Training Group, LLC

## FELTG WEBINAR REGISTRATION FORM FOR FAX, EMAIL OR USPS MAIL

### FELTG Webinar Registration Form - 2018

1:00 – 2:30 p.m. eastern time

September 6: Creating Effective Performance Plans: Setting Measurable Expectations

September 20: Disciplining Leakers and Whistleblowers: What's Legal and What's a Bad Idea

October 4: Managing the Suicidal Employee in the Federal Workplace

Tuition: **\$270** per webinar

Join as a webinar and view through the internet *if permitted by agency firewall/security settings*. FELTG does not guarantee this access is available. Upon request, site POC will be provided access to a PDF copy of the materials and telephone dial-in directions.

All registrants will receive validation of enrollment from FELTG, *and separate FELTG Webinars* confirmation notice one week prior to training, with a unique link- **Please TEST it!** Access emails cannot be shared or forwarded. Retransmission by any means to a site other than the registered site is not permitted. **FELTG Webinars** will send an email providing *an activated link to training materials 24 hours prior* to your registered event, and will NOT accept transfer requests after this has been generated. Site POC will receive final log-in/ dial-in directions *reminder email one hour before your Webinar*.

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<p>Credit card tuition charged approximately seven days prior to the first webinar. Early payment is available upon request and waives cancel policies. Cancellations: There are no cancellations through GoToTraining. You may cancel up to ten days prior to the webinar <i>only by calling FELTG, 844.283.3584</i>. Cancellations after that time may reschedule to another FELTG webinar for a \$25 administrative fee. <i>No refunds.</i></p> <p>FELTG reserves the right to modify or cancel programs with reasonable notice. If you do not receive an email validation from FELTG within seven days of submission YOU ARE NOT REGISTERED. Call us immediately. Registrations confirmed subject to availability. FELTG cannot verify remote participation.</p>			