

Registration Information

Registration Fees	Members Early Bird	Members	Non- Member	On Site Registration
Registration and payment deadline:	17.12.2017	15.01.2018	15.01.2018	-
Early Bird Package ¹	CHF 220.-	-	-	-
Saturday (including lunch, refreshments and aperitif)	-	CHF 130.-	CHF 180.-	(cash only, CHF 20.- surcharge)
Sunday (including lunch and refreshments)	-	CHF 110.-	CHF 160.-	
Conference Package ¹	-	CHF 240.-	CHF 290.-	

¹ Packages include: all workshops, keynote addresses, lunches, refreshments, and aperitif.

Member rates	The following attendees are entitled to the ETAS member rate : <ul style="list-style-type: none"> - Individual Members of ETAS - Two, five or ten teachers per School Membership of ETAS, depending on your membership category (additional teachers pay the Non-member rate) - Two teachers per Associate Membership of ETAS (additional teachers pay the Non-member rate)
Join ETAS and register at the ETAS member rate	To qualify for member registration fee, follow one of the two options before 9 th Jan. 2018: <ol style="list-style-type: none"> 1. First, join ETAS online (www.e-tas.ch/sign-up) and then register for the conference as a member (www.e-tas.ch/events/conferences-agms). 2. Complete the registration form (see page 4) including new member information, and send to ETAS Administration, and pay for both new member dues and registration fee via bank transfer (see details below). <p>Membership and registration are complete once forms and payment (online or via bank transfer) have been received.</p>
How to register	<ol style="list-style-type: none"> 1. Register online or download the registration form (www.e-tas.ch > Events > Conferences and AGM), and 2. Pay your registration fee online with credit card, or by bank transfer (see details below).
Payment details (if <i>NOT</i> paying online with credit card)	ETAS postal account details: Beneficiary: English Teachers Association Switzerland, 8000 Zürich, Switzerland Account number: 80-43533-3 IBAN: CH10 0900 0000 8004 3533 3 BIC/SWIFT: P O F I C H B E Clearing number: 09000 Bank: Swiss Post, PostFinance, Engehaldenstrasse 37, CH-3030 Bern, Switzerland Mention: "AGM 2018" plus name(s) of attendee(s) <i>Please note that in an effort to reduce administrative costs, ETAS will not issue invoices or confirmations of registration or payment unless requested.</i> <i>If you have any doubt about your registration, please contact ETAS Administration.</i>
Deadlines	Early Bird registration and payment deadline: 17th December 2017 Final registration and payment deadline: 15th January 2018 If you miss the registration deadline, you can still register <u>on the day</u> (see On-site registrations below).
On-site registrations	On-site registration will be open on Saturday morning from 08.30 and Sunday morning from 09.00. On-site registrations must be paid in cash (Swiss Francs). All on-site registrations are subject to a surcharge of CHF 20.-. Lunch is subject to availability.
Cancel-lations	If you have registered and are prevented from attending, please send a cancellation to ETAS Administration: office@e-tas.ch . For last-minute cancellations, please call +41 (0)24 420 32 54 and follow the instructions. Cancellations received before 15 th January 2018 will incur a 50%

	cancellation charge. Cancellations after this date will not be refunded unless a medical certificate can be provided (50% refund). No-shows will be charged.
Choosing your workshops	Workshops are on a first-come, first-served basis. No reservation is necessary. However, it is useful for us to have some information about participant numbers for room allocation. You are invited to state which workshops you are interested in attending; this choice is not binding. Numbers are limited for some workshops. You are encouraged to go early to secure a spot. Or even better, register as a workshop supervisor to secure your place.
Workshop supervisors	A workshop supervisor's duties include welcoming the participants and introducing and thanking the speakers, and ensure that the room is ready for the next workshop.
Book Exhibitors	If you have already registered with the Book Exhibition Registration Form, then you do not need to fill in another registration form. If in doubt, contact ETAS Administration at office@e-tas.ch .
Speakers	If you have a sponsor who has already registered you, then you do not need to fill in another registration form. Otherwise, please complete the online registration form and tick the box 'I am a speaker/workshop presenter'.
Meals	Choose between a vegetarian or a non-vegetarian option. If no option is selected, the default choice is non-vegetarian. [Menu details available in the conference programme, p. 12.]
Hotels	You will find a list of hotels below. We recommend that you book early.

We look forward to seeing you in Zofingen!

ETAS Administration, Im Hubel 3, CH-6210 Sursee Tel: +41 (0)24 420 32 54, Fax: +41 (0)24 420 32 57, office@e-tas.ch

Hotel Information

Zofingen is a small town with some hotels in the old town, as well as some hotels in neighbouring towns, we would suggest checking an online booking portal such as <http://www.booking.com/> or <https://ch.hotels.com/> to get the best available price.

Hotels in the immediate area are (in alphabetical order):

Hotel Amadeo (approx. 12 minutes on foot)
Gerbergasse 1
4800 Zofingen
062 746 26 00

Hotel Engel (approx. 15 minutes on foot)
Engelgasse 4
4800 Zofingen
062 746 26 00

Hotel Zofingen (approx. 14 minutes on foot)
Kirchplatz 30
4800 Zofingen
062 745 03 00

Travel to Zofingen: How to find the Conference

Directions to the **Berufs- und Weiterbildung Zofingen, Bildungszentrum (BZZ)**,
Strengelbacherstrasse 27, 4800 Zofingen

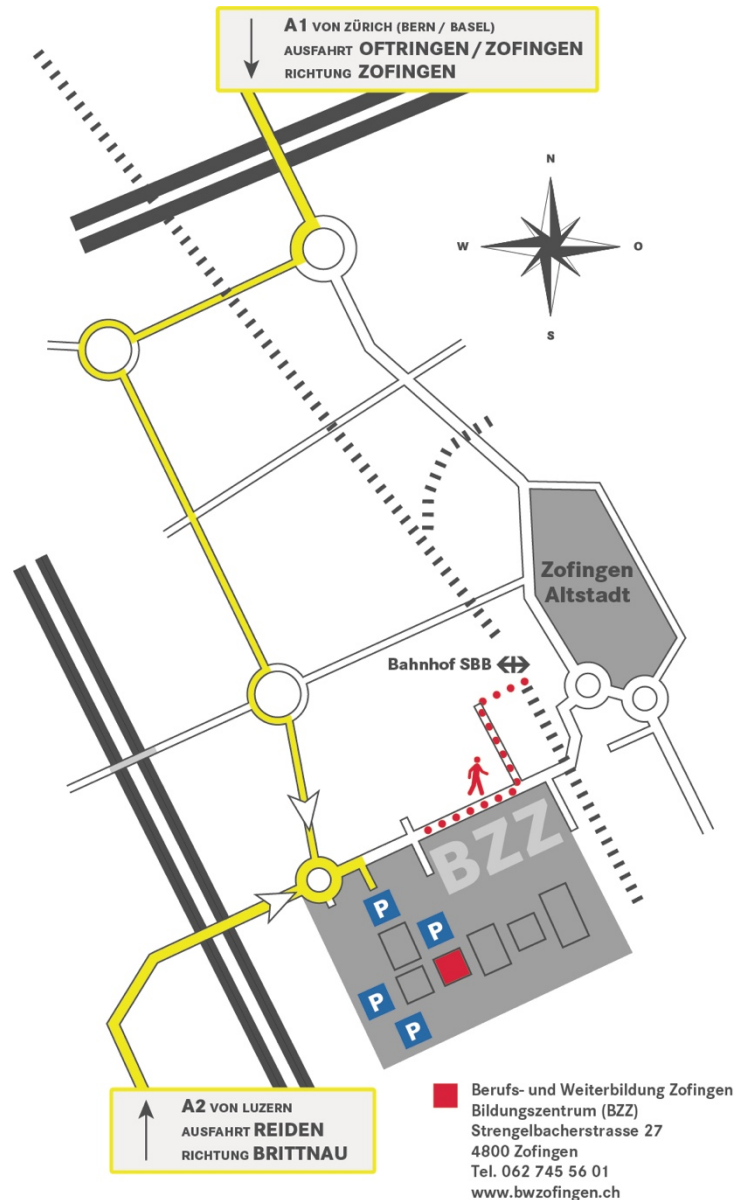
BY TRAIN: please refer to www.sbb.ch for your timetable to Zofingen. There are regular trains to Zofingen from Aarau, Bern, Lucerne or Olten.

BY CAR:

- From A1 take exit 48 Oftringen toward Oftringen/Zofingen.
- Turn right onto Aeussere Luzernerstrasse/Route 2 (signs for Luzern Zofingen/Zürich Safenwil/Oftringen-Süd/Fachmärktr Süd).
- Turn right onto Untere Grabenstrasse
- Turn right onto Henzmannstrasse
- At the roundabout, take the 3rd exit onto Mühlemattstrasse
- Turn left onto Strengelbacherstrasse
- Turn right to stay on Strengelbacherstrasse
- Berufs- und Weiterbildung Zofingen
- Strengelbacherstrasse 27, 4800 Zofingen

Important note:

Parking is available at the school and is paid in cash.



Registration Form (or register online: <https://www.e-tas.ch/node/2949>)

ETAS 34th Annual Conference and AGM (please make a copy for your records)

Surname _____ First name: _____

Address: _____

Postcode: _____ Town: _____

Telephone: _____ Email: _____

Please tick here if this is a new address.

ETAS Individual School Member. Name of School: _____

member? Non-Member Associate Member. Name of Company: _____

I am a speaker / workshop presenter

I am interested in attending the following workshops:

Session A: _____ Session B: _____ Session C: _____ Session D: _____ Session E: _____

(Please note that this choice is not binding and is given for statistical purposes. We do not reserve seats for workshops, and workshop attendance is still on a first-come, first-served basis. Please indicate only one workshop per session.)

I would like to be a workshop supervisor for workshop number: _____

I have paid CHF _____ to cover registration as follows: (See registration information for details)

Early Bird Package Conference Package Saturday only Sunday only

Meals **Saturday lunch** Vegetarian Non-Vegetarian

Sunday lunch Vegetarian Non-Vegetarian

*** To join ETAS now and register at the Member rate, please fill in the information below and pay the annual or half year dues** with the event registration fees.**

Year of birth: _____

Please indicate which **ETAS Region** you would like to join (tick one only):

Baden Basel Bern/Neuchâtel Central Switzerland
 Geneva Graubünden Solothurn/Olten St. Gallen
 Ticino Valais Vaud Zürich/Winterthur

I do not wish my name to be passed on to EFL publishers.

Please indicate which **ETAS Special Interest Groups (SIGs)** you wish to join:

Business English Cross-Cultural
 Drama & Literature English for Specific Purposes
 Immersion/CLIL Learning Technologies
 Materials Writers Research
 Teacher Training and Development Swiss Cantonal Teacher & Teacher Educator
 Testing, Examinations & Assessment Young Learners and Teens

Pricing (full year / half year):

****Individual Member (Switzerland) CHF 110.- / 55.- Student/Senior (Switzerland) CHF 55.- / 27.50**

Individual Member EU CHF 135.- / 67.50 Individual Member overseas CHF 160.- / 80.-

Note: Half year applicable to NEW membership only, from January - June.

Please complete and mail the form to ETAS Administration and make payment to be received no later than 9th January 2018: ETAS Administration, Im Hubel 3, 6210 Sursee.