



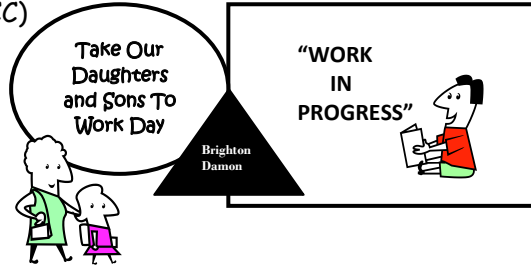
**MONROE COMMUNITY COLLEGE
TAKE OUR DAUGHTERS AND SONS TO WORK DAY
THURSDAY, MAY 2, 2013**

**BRIGHTON CAMPUS
REGISTRATION INFORMATIONAL SHEET**

HOSTED BY:

The Monroe Community College (MCC) Chapter of the American Association for Women in Community Colleges (AAWCC)

THEME:



SPONSORS AND DONATIONS: *Thank you for making this a successful event!*

- 🌸 Academic Services
- 🌸 AAWCC - MCC chapter
- 🌸 Administrative Services
- 🌸 Dental Office
- 🌸 ETS
- 🌸 Martial Arts of America
- 🌸 MCC Bookstore
- 🌸 Office of Student Life and Leadership Development
- 🌸 President Office
- 🌸 Print Shop
- 🌸 Sodexo
- 🌸 Student Services - Brighton
- 🌸 Volunteers and Presenters ☺



CHECK-IN LOCATIONS: ALL GUESTS CHECK IN DAY OF EVENT!

MCC's Take Our Daughters and Sons to Work Day event is celebrated at:

- ◆ Brighton Campus Terrace Lounge 2nd floor, outside of food court

RECOMMENDED AGES: 8-18 years of age

*****Children under 12 years of age should be escorted by a parent/guardian to and from events*****



Return **ONLY** the Registration Form and Permission and Release form. The rest is yours!

PRE-REGISTRATION: PRE-REGISTER BY THURSDAY 4/25/13

Guests should be Pre-Registered in order to participate in the day's events. Pre-Registrants:

- Register for ALL workshops in advance!
- Receive a FREE Goodie Bag!
- Complete the Registration Form and Permission Release Form and return (see next page)
- The "Schedule of Events" and "Your Schedule Summary" reports list ALL workshops.

NOTE: If your registration form is back by 4/25/2013, your name will be put in a drawing for a free prize.

REGISTRATION CHECK-IN:

ALL guests check-in the morning of the event

- ◆ Brighton Campus: 7:45 am to 8:50 am, Terrace Lounge
- Pick up your Name Badge, and free Goodie Bag!
- Review the Schedule of Events for workshops and activities.
- Finalize "Your Schedule Summary"
- Get your tickets for lunch
- Then, go enjoy breakfast!

BREAKFAST:



A FREE Continental Breakfast is provided for all guests and guardians

- ◆ Brighton Campus: 7:45 am - 8:50 am, Brighton Room.
- ◆ *Thank Sodexo for Sponsoring!*

LUNCH:



- ◆ Brighton Campus: 12:30 - 1:30 pm, Monroe A
- Tickets and \$\$\$ collected at Registration
- Guests FREE/Adults \$4.00.
- Relax, socialize and enjoy
- *Thank Sodexo for Sponsoring!*

CENTRAL CENTER OF COMMAND: OPEN ALL DAY!

- ◆ Brighton Campus: Terrace Lounge
- First Aid & Safety provided by trained CERT staff
- General Questions
- Tour Guides at Brighton - Must pre-register on Registration Form
- Volunteer and Presenter Check-In - all volunteers check-in.

TOUR GUIDES AT BRIGHTON:



- Unable to escort your guest to a workshop? Tour Guides are available throughout the day, but are **limited** and are for ages 8-11 only.
- Please state if your guest needs a guide on the Registration Form.
- Guardians are responsible for dropping off their guests at the Central Center of Command in order to be escorted to and from activities.
- Guardians must sign-in and sign-out guests.

PHOTOS:

- ◆ Group photos taken at **noon** in the Bausch and Lomb Lobby - Join in!
- Photos of guests participating in activities will also be taken throughout the day.
- Photos will be posted at a website TBA at a later date.
- Please complete the Publicity Release form in order to be included in photos.

DRAWINGS

- Pre-Registrants are automatically entered in a drawing but there will be opportunities to participate in extra drawings!
 - ◆ Drawings for prizes to start at 1:15 pm in Monroe A
 - ◆ Winner (s) not present at time of drawing(s) to be notified via email.

GUARDIAN & GUEST EVALUATIONS

- Guardian and Guest evaluations will be done via "SurveyMonkey®" after the event. *Thank you!*

RETURN REGISTRATION FORM & PERMISSION RELEASE FORM BY Thursday 4/25

TO: Brighton Campus Brigitte Martineau, Mathematics Department Bldg 8, Room 517



**MONROE COMMUNITY COLLEGE
TAKE OUR DAUGHTERS AND SONS TO WORK DAY
THURSDAY, MAY 2, 2013**

REGISTRATION FORM

LOCATION: BRIGHTON CAMPUS _____

FREE Breakfast: # of: Adults _____ Kids _____

Lunch: # of: Adults (\$4.00): _____ Kids (FREE) _____

Lunch \$\$\$ collected at Registration and pick up your Lunch Tickets at Registration. Please just list # attending on this form
Money will only be handled the day of the event.

Guardian for the day (required). List MCC employee responsible for guest(s):

First Name	Last Name	Department	Ext.

Guardian's Signature

Date

THIS YEAR: In the event that one workshop doesn't meet minimum number of attendees, the workshop will be cancelled a few days before the event and you will be notified. Your child will be given his/her second choice if available. **FIRST COME - FIRST SERVE** ©. Your child is always welcome to join you in your office at any time.

NOTE: There is a common session for all attendees from 9:00 am to 9:50 am. No need to register.

Guest 1: First & Last Name

Age

--	--

Special Needs?: _____

Check box below if your child needs an adult to accompany him/her to and from the workshop:

Workshop 1 - 10:00 to 10:50:	Option 1: _____	<input type="checkbox"/>
	Option 2: _____	
Workshop 2 - 11:00 to 11:50:	Option 1: _____	<input type="checkbox"/>
	Option 2: _____	
Workshop 3 - 1:30 to 2:20:	Option 1: _____	<input type="checkbox"/>
	Option 2: _____	
Workshop 4 - 2:30 to 3:20:	Option 1: _____	<input type="checkbox"/>
	Option 2: _____	

Guest 2: First & Last Name

Age

Special Needs?: _____

Check box below if your child needs an adult to accompany him/her to and from the workshop:

Workshop 1 - 10:00 to 10:50:	Option 1: _____	<input type="checkbox"/>
	Option 2: _____	
Workshop 2 - 11:00 to 11:50:	Option 1: _____	<input type="checkbox"/>
	Option 2: _____	
Workshop 3 - 1:30 to 2:20:	Option 1: _____	<input type="checkbox"/>
	Option 2: _____	
Workshop 4 - 2:30 to 3:20:	Option 1: _____	<input type="checkbox"/>
	Option 2: _____	

Guest 3: First & Last Name

Age

Special Needs?: _____

Check box below if your child needs an adult to accompany him/her to and from the workshop:

Workshop 1 - 10:00 to 10:50:	Option 1: _____	<input type="checkbox"/>
	Option 2: _____	
Workshop 2 - 11:00 to 11:50:	Option 1: _____	<input type="checkbox"/>
	Option 2: _____	
Workshop 3 - 1:30 to 2:20:	Option 1: _____	<input type="checkbox"/>
	Option 2: _____	
Workshop 4 - 2:30 to 3:20:	Option 1: _____	<input type="checkbox"/>
	Option 2: _____	

Guest 4: First & Last Name

Age

Special Needs?: _____

Check box below if your child needs an adult to accompany him/her to and from the workshop:

Workshop 1 - 10:00 to 10:50:	Option 1: _____	<input type="checkbox"/>
	Option 2: _____	
Workshop 2 - 11:00 to 11:50:	Option 1: _____	<input type="checkbox"/>
	Option 2: _____	
Workshop 3 - 1:30 to 2:20:	Option 1: _____	<input type="checkbox"/>
	Option 2: _____	
Workshop 4 - 2:30 to 3:20:	Option 1: _____	<input type="checkbox"/>
	Option 2: _____	

RETURN REGISTRATION FORM & PERMISSION RELEASE FORM BY Thursday 4/25

TO: Brighton Campus: Brigitte Martineau, Mathematics Department Bldg 8 Room 517

Enjoy the Event!

Monroe Community College
Take Our Daughters and Sons to Work Day
Permission form and Release



I, (print name) _____, hereby give permission for the child(ren) listed below to participate in Take our Daughters and Sons to Work Day(TODASTWD).

That permission includes permission to participate in supervised physical activities.

I grant Monroe Community College unlimited rights and usage of my and my guest's name and/or image for any necessary College purpose. Should I (or a designated person on my behalf) not want publicity of these images in the future, I (or the designated person on my behalf) must contact the Public Affairs Department of Monroe Community College in writing of such intent.

Parent/Guardian's Signature

Date

Guest Names:

Guest 1 _____

List any food allergies. _____

Guest 2 _____

List any food allergies. _____

Guest 3 _____

List any food allergies. _____

Guardian Contact Information:

Home Address: _____

Home Phone: _____ Cell Phone: _____

E-mail: _____

Where will you be during TODASTWD? What is the best way to reach you?

Emergency Contact Number in case you can't be reached: _____

In case the Guardian is unavailable list the name (s) of two other people your child can be released to:

1. _____

2. _____

FOR OFFICE USE ONLY

Description of photo/individuals within photo:

(for purpose of identifying individuals in photo and correlating this release with the photo)

Date (month, date, year) of photo: Thursday, May 2, 2013

Name of photographer: _____

Monroe Community College

Public Affairs Department • 1000 East Henrietta Road • Rochester, New York 14623-5780
Phone (585) 292-3015 • Fax: (585) 292-3060 • www.monroecc.edu
Damon City Campus • 228 East Main Street • Rochester, NY 14604
Phone (585) 262-1600