



**Batterers' Intervention Programs Standards Workshop**

**March 1, 2012**

**9:00am-4:30pm (CST)**

***Registration begins at 8:30am***

This free training will cover best practices and policies for operating and facilitating a batterers' intervention program, the Rules for certified programs, and the application process for certification and recertification. This training, in accordance with 0490-1-.07(8)(d) of the Rules for Batterers' Intervention Programs, is required during the first year of a Certified Program's certification and during the first year of employment of instructors and supervisors. This training is provided at no cost to participants.

All training materials will be provided, however, **lunch will be on your own.**

**Registration Form**

When: Thursday, March 1, 2012

Time: 9:00am – 4:30pm (CST), registration begins at 8:30am

Cost: FREE

Location:

International Plaza

2 International Plaza Drive, Suite 301

Nashville, TN 37217

Name and Title of Participant Attending Batterers' Intervention Programs Standards Workshop:

\_\_\_\_\_

Organization or Program Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/ Zip: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

Email Address: \_\_\_\_\_

Please see the attached Coalition Training Policy

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## Tennessee Coalition to End Domestic and Sexual Violence Training Policy

Effective January 1, 2010

The Tennessee Coalition to End Domestic and Sexual Violence will make every effort to ensure each course is delivered as advertised. However, the Coalition reserves the right to modify course content and materials as required in the interest of continuous course improvement. The Coalition also reserves the right to make reasonable changes to course start dates, end dates, timetables and course location. Participants will be given sufficient notice of any such changes.

### Registration

Effective January 1, 2010, the registration deadline for all trainings will be one week prior to the training. Registration may be closed early due to the fulfillment of space capacity. On-site registrations will only be accepted if space and materials are available.

### Payment

If meals are included in the training fee, payment must be made at least 48 hours prior to the training. If payment is not made at least 48 hours in advance, individuals will be responsible for his or her meals. This will not result in the reduction of training costs.

Payment is required no later than the day of training, and can be made by credit card, check, or cash. Individuals will not be able to attend the training if payment is not received prior to or during registration the morning of the training.

### Registration Cancellation

Cancellation must be made at least 24 hours prior to the start time of the workshop/meeting/training. Cancellations must be made through a Coalition Resource Specialist and should be submitted in writing. Individuals will receive a cancellation confirmation via email for their records.

If a cancellation is made at least 24 hours prior to the event, registered individuals/programs will receive a credit valid for one year from date of the cancelled training. Refunds should be requested in writing and submitted to a Coalition Resource Specialist.

Registration fees are non-refundable and will not be credited for cancellations made less than 24 hours before the event. Registered individuals have the option of sending a replacement to avoid the loss of registration fees.

### Sponsor Cancellation

In the case of unforeseen circumstances or of insufficient numbers enrolled into a course, the Coalition reserves right to cancel a training. Such decisions will be made at least one week before the scheduled course date. Every effort will be made to avoid cancellations.

In the event of cancellation by the Coalition, registered participants/programs will be contacted and receive a credit valid for one year from date of the cancelled training. Refunds should be requested in writing and submitted to a Coalition Resource Specialist.

If the training is rescheduled, all registrations and payments will be applied to the new date. If unable to attend, individuals will receive a credit in the full payment amount to be applied toward future training/events in the current calendar year. Refunds should be requested in writing and submitted to a Coalition Resource Specialist.

Please note that if an outstanding invoice remains for you or your agency, you will not be able to register for other Coalition trainings or events.

For training registration, cancellations or to inquire about an outstanding invoice, contact:

Dianne Stewart  
Resource Specialist  
[dstewart@tncoalition.org](mailto:dstewart@tncoalition.org)  
615.386.9406 ext. 309

Tennessee Coalition to End Domestic and Sexual Violence  
2 International Plaza Drive, Suite 425  
Nashville, TN 37217

[www.tncoalition.org](http://www.tncoalition.org)  
[www.tnblue.org](http://www.tnblue.org)  
[www.prevenTN.com](http://www.prevenTN.com)

Telephone: 615-386-9406  
Fax: 615-383-2967  
Toll free: 1-800-289-9018

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