

# 50th Annual Training Institute REGISTRATION FORM



50TH ANNUAL  
TRAINING INSTITUTE  
AUGUST 24-27  
2025



IN PERSON | AUG 24 - 27, 2025

VIRTUAL | AUG 19 - SEP 19, 2025

## Want to attend at a discounted rate?

Purchase an individual or student membership with your registration and take advantage of the reduced member registration rate!\*

Add your selected membership cost to the "Grand Total" at the bottom.  
\*Membership rates pay for 1-year of APPA membership.

Individual - \$50

Student - \$25

## Training Institute Registration Rates

REGISTRATION TYPE	In-Person Registration Rates		Virtual Registration Rates	
	Through Jun 24	After Jun 24	Through Jun 24	After Jun 24
Student Member	<input type="checkbox"/> \$195	<input type="checkbox"/> \$225	<input type="checkbox"/> \$50	<input type="checkbox"/> \$55
Individual Member	<input type="checkbox"/> \$610	<input type="checkbox"/> \$660	<input type="checkbox"/> \$100	<input type="checkbox"/> \$150
Non-Member	<input type="checkbox"/> \$670	<input type="checkbox"/> \$720	<input type="checkbox"/> \$100	<input type="checkbox"/> \$150
Agency Member	<input type="checkbox"/> \$625	<input type="checkbox"/> \$675	N/A	
Guest Pass*	<input type="checkbox"/> \$400 x _____ (# of guests) *This rate is available to immediate family members not employed in the corrections field.		*Virtual Registration not Available	
Local Host	<input type="checkbox"/> \$450		*Virtual Registration not Available	
Faculty One Day	<input type="checkbox"/> \$265 *Full registration same as individual pricing		*Virtual Registration not Available	
Single Day*	<input type="checkbox"/> \$325 Monday <input type="checkbox"/> \$325 Tuesday <input type="checkbox"/> \$245 Wednesday		*Virtual Registration not Available	
Intensive Sessions*	<input type="checkbox"/> \$50 Sunday 8am-12pm		*Virtual Registration not Available	

## Virtual Registration Rates for Agency Groups

# of Staff	Through Jun 24	After Jun 24
25	<input type="checkbox"/> \$1,500	<input type="checkbox"/> \$1,625
65	<input type="checkbox"/> \$3,575	<input type="checkbox"/> \$3,860
125	<input type="checkbox"/> \$6,250	<input type="checkbox"/> \$6,750
200	<input type="checkbox"/> \$9,000	<input type="checkbox"/> \$9,720

To designate which staff are to attend, please fill out: <https://form.jotform.com/appaforms/2025-NYC-Agency-Group>

# Registration Info PLEASE PRINT CLEARLY

Agency / Organization Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

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

Country: \_\_\_\_\_

Phone: \_\_\_\_\_

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

Check if same address

Agency / Organization Address: \_\_\_\_\_

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

Country: \_\_\_\_\_

Phone : \_\_\_\_\_

Email \*: \_\_\_\_\_

\*The above email address is what the registrant will use to log-in.

**GRAND TOTAL** .....\$ \_\_\_\_\_

*Account Code: New York, 13061-43000*

**PAYMENT** Make checks payable to American Probation and Parole Associations or APPA

Note: unless an agency invoice, payment in full must be made to gain entry to the training institute.

Check Enclosed     Government Purchase Order Enclosed    PO#: \_\_\_\_\_

## In-Person Refund Policy

A full refund, less a \$50 processing fee, is available until **Jul 18, 2025**. No refunds are available after **Jul 18, 2025**. In order to receive a refund, written requests must be sent to the APPA Training Institute, c/o The Council of State Governments, 1776 Avenue of the States, Lexington, KY 40511 or emailed to [kimberly.mills@csg.org](mailto:kimberly.mills@csg.org). All requests for the refunds must be postmarked or emailed by **Jul 18, 2025**.

## Virtual Refund Policy

Due to the cost of the virtual training institute platform, no refunds will be issued.

## Send Your Registration Form and Payment via Mail

American Probation and Parole Association  
c/o Council of State Governments  
1776 Avenue of the States  
Lexington, KY 40511

For credit card payments or questions, contact Kimberly Mills at 859-244-8204 or [kimberly.mills@csg.org](mailto:kimberly.mills@csg.org)