



QUOTE FOR 2025 WaltonAPSI EVENTS

• PAYMENT OPTIONS

• CANCELLATION & REFUND POLICIES

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QUOTE for 2025 WaltonAPSI Events:

Each Walton AP® Summer Institute is a 4-day Event endorsed by College Board. Each AP® Summer Institute session provides 30-hr of instruction in topics dealing with teaching a College Board AP® course. Upon completion of the APSI, each participant will receive an IACET certificate awarding 3 CEUs in the AP® Summer Institute course of their registration. Certificates are provided on the final day of the AP® Summer Institute to all participants who have successfully completed the APSI and who have paid the registration fee or who have submitted a PO to the WaltonAPSI. Verifications of attendance and completion will be emailed to the person indicated as being responsible for payment.

Tuition payments for the following Events are made directly to the WaltonAPSI and NOT to the College Board

Quantity	Description	Event and Dates	Price
1 Registration	<u>Online Event 1:</u> Fee includes access to secure LMS Canvas and Zoom, digital delivery of all materials & resources, College Board endorsed consultant, verification of attendance & completion, 3 CEU IACET credits awarded on the official certificate.	<u>Online Event 1:</u> June 17-20, 2025, Tuesday through Friday Location: Online using Canvas and Zoom	\$800.00
1 Registration	<u>Online Event 2:</u> Fee includes access to secure LMS Canvas and Zoom, digital delivery of all materials & resources, College Board endorsed consultant, verification of attendance & completion, 3 CEU IACET credits awarded on the official certificate.	<u>Online Event 2:</u> June 23-26, 2025, Monday through Thursday Location: Online using Canvas and Zoom	\$800.00
1 Registration	<u>In-Person Event 3:</u> Fee includes light breakfast, lunch, hard copy materials from the College Board & resources, College Board endorsed consultant, verification of attendance & completion, 3 CEU IACET credits awarded on the official certificate.	<u>In-Person Event 3:</u> June 23-26, 2025 Monday through Thursday Location: Walton High School 1590 Bill Murdock Road Marietta, GA 30062	\$900.00

• The WaltonAPSI is a *Host Site* for AP Capstone APSI training. All registration and payment questions about AP Capstone™ APSI should be directed to workshopreg@collegeboard.org.

PAYMENT OPTIONS:	PAYMENT TERMS:
<p>1. Credit Card <u>DURING</u> registration process:</p> <p>VISA • MasterCard • American Express • Discover • Diners Club • Apple Pay • Google Pay • Bank ACH / EFT</p>	<ul style="list-style-type: none"> • This is the preferred method of payment. • Payments are processed using Stripe inside the registration platform. • Registrations are <i>confirmed</i> when submitted.
<p>2. Credit Card <u>AFTER</u> registration has been submitted:</p> <p>VISA • MasterCard • American Express • Discover • Diners Club • Apple Pay • Google Pay • Bank ACH / EFT</p> <p>Please email apsi@waltonapsi.org if alternate arrangements need to be made.</p>	<ul style="list-style-type: none"> • Fill out the registration, select session, indicate billing contact information, and submit. • Registrations are <i>reserved</i> for ten days pending receipt of payment. • An invoice will be sent to the indicated billing contact with registration details and a secure link to pay online. • Registrations will be <i>confirmed</i> once payment is received.
<p>3. Purchase Orders:</p> <p>General terms are Net 60. Schools or districts may request deferred payment of APSI tuition. Email apsi@waltonapsi.org</p> <ul style="list-style-type: none"> • Registrations are complete when either payment or Purchase Order has been received. • The vendor is willing to make an application as a new school/district vendor upon request. 	<ul style="list-style-type: none"> • Complete your registration, select session, indicate billing contact information, and submit. • Registrations are <i>reserved</i> pending receipt of PO. • An invoice with registration details and APSI policies will be sent to the billing contact requesting a PO. • All POs must be emailed to apsi@waltonapsi.org • POs are payable to Itinera Docentia LLC DBA WaltonAPSI per W-9 attached to invoice. • Registrations will be <i>confirmed</i> once PO is received.
<p>4. College Board AP Participant Grant:</p> <p>Use the following URL to access Grant information: https://apcentral.collegeboard.org/professional-learning/ap-summer-institutes/participant-grants</p> <ul style="list-style-type: none"> • If a teacher has already paid at registration, full refund will be issued upon confirmation from College Board that a grant has been issued. 	<ul style="list-style-type: none"> • AP Participation Grant covers the cost of tuition. • Registrants complete the AP Participant Grant application. (see url in left column) • The College Board approves the grants on a rolling basis and advises the teacher and/or the APSI with a Discount Code. • If the teacher already registered, the APSI will apply the Discount Code to the registration and advise the teacher. • Teachers awarded a grant no longer need to pay taxes on the grant.

CANCELLATION AND REFUND POLICIES

If the APSI cancels a session, 100% of the paid amount will be refunded.

- *Courses with insufficient enrollment may be cancelled on or before June 1, 2025.*
- Participants will be notified by email if the APSI must cancel a session.
- Full refunds will be processed and submitted to the individual or school who paid the registration fee.
- ***The APSI will not be responsible for any charges related to travel or other personal expenses.***

Registrants who cancel their registration in writing by June 10, 2025 will receive a refund of the amount paid less a cancellation fee of \$100.00. Registrants who cancel in writing after June 10, 2025 do not receive a refund but substitutions may be made in most instances. Please contact us at apsi@waltonapsi.org to discuss available options.

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The Walton APSI has been supporting AP Programs by providing excellent Professional Learning Opportunities since 2007.