



# NOVA CAMPUS ADVOCACY TRAINING: WINTER 2020

The National Organization for Victim Assistance

The Winter 2020 NCAT will be offered *January 15-February 26, 2020 (every Wednesday)*. NCAT Classes are limited to forty (40) students to maximize interaction. *Applications will be received, reviewed and accepted on a rolling basis.* To register, please complete this form and submit it to NOVA via email ([ncat@trynova.org](mailto:ncat@trynova.org)), fax (703-535-5500) or mail (NCAT, 510 King Street, Suite 424, Alexandria, VA 22314). You will receive a confirmation email within five (5) business days of receipt. Please contact [ncat@trynova.org](mailto:ncat@trynova.org) if you do not receive this confirmation.

<b>CONTACT INFORMATION</b>	<b>First Name:</b>	<b>Last Name:</b>	<b>MI:</b>
	<b>Organization:</b>	<b>Title:</b>	
	<b>Primary Mailing Address:</b>		
	<b>Email Address:</b>	<b>Phone Number:</b>	

<b>CLASS INFORMATION</b>	<b>Training Fee:</b> Applicants who apply by the Early Bird deadline ( <u>12/6/19</u> ) are eligible for the discounted rate of \$300; applications received <b>after</b> that date will be charged \$350*. A group rate of \$275/advocate is available for groups of five (5) or more. Contact NOVA for information on group applications. <i>*NOVA Members receive a 10% discount</i>
	<b>Training Requirements:</b> Students are required to participate in all six (6) weeks of live training (24 hours) and the two (2) hour NCAT orientation (01/15/2020)
	<b>Class Period:</b> Class will take place every Wednesday, from 11:00am – 3:00pm (EST).

<b>PAYMENT INFORMATION</b>	<b>Name on card:</b>	<b>Card Number:</b>
	<b>Expiration Date:</b>	<b>Billing Address:</b>
	<b>Total Payment Amount Authorized:</b> ____ \$300 (early bird rate)      ____ \$350 (after 12/6/19)	
	<b>Authorized Signature:</b>	<b>Date:</b>

**Refund Policy:** Full refund, less \$60 processing fee prior to 1/1/20; On and after 1/1/20, there will be NO refunds unless training has been cancelled by NOVA. NOVA reserves right to cancel any training due to lack of minimum registration and will provide full refund. Purchase orders must be paid by 1/1/20 or guaranteed by credit card.

### APPLICANT AGREEMENT:

**Please read and indicate below (with your initials) your acknowledgement of the following:**

- \_\_\_\_ I am required to attend four (4) hours of NCAT training each Wednesday from January 15—February 26, 2020. I understand that I must attend ALL of these classes to graduate.
- \_\_\_\_ I must participate in the two-hour NCAT Orientation.
- \_\_\_\_ I must meet ALL of the following technical capabilities: **Desktop or laptop** with access to **High-speed internet**, and **Windows 7+ OR Mac OS X 10.7+**. For more information on Adobe Connect system requirements, see: <http://clarix.com/systemrequirements.html>. **Access via a mobile device is not permitted.**
- \_\_\_\_ I understand the NCAT will cover difficult topics of abuse and crime. I am aware these lectures could potentially trigger a powerful emotional response.

I, the applicant, hereby certify that I have read and agree to the NCAT *Applicant Agreement*, policies and deadlines.

**Applicant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Questions regarding the NCAT Application or the Academy? Please contact us: [ncat@trynova.org](mailto:ncat@trynova.org) or 703-535-6682.