



THE NATIONAL ASSOCIATION *of* ELECTION OFFICIALS

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2/19/2020

READ THIS CAREFULLY -- IT CONTAINS ALL NECESSARY DETAILS
PROFESSIONAL EDUCATION PROGRAM
AUBURN, AL

WHEN: Monday, May 11 through Saturday, May 16, 2020 (Conclude at 3:30 p.m. on May 16)
Students should arrive at 8:33 a.m. in Auburn Hotel Conference Center Legacy Ballroom for important announcements on Monday, May 11. Class begins at promptly 9 a.m.

WHERE: The Hotel at Auburn University, 241 South College Street, Auburn, AL 36830
Phone 334-821-8200

Your Responsibilities: No meals will be provided. You will need to supply your own notepads, paper, pencils, etc. **Please bring a laptop computer or device that can accommodate a thumb drive to the classes with you. We use the laptops for group presentations in addition to flip charts.**

In order to receive credit from Auburn University and the Election Center, students **must** attend the total class hours. **All classes require full class attendance.** ANY absence from the class will result in no credit given for that particular course. **Please schedule your travel arrangements--arrival and departure--so you can participate in the FULL class hours.** Missing any of the class time will result in no credit for the class and no financial refunds or credits for that class. This includes flights home so book flights well after ending time of courses. Do NOT plan on leaving class early to catch a flight. Please pay attention to all class times as they may vary. *If you must handle on-going office business while at the session, please do so before class, during the lunch time [from noon to 1:30 pm each day] or after class.* **Cell phones and any other electronic devices cannot be active during class (except you may use laptops to take notes).** This is a serious, academically oriented professional education program. Suggested dress attire is business casual.

TRANSPORTATION: *You are responsible for your own transportation.* Please arrive on time. The closest airports are Atlanta, GA (ATL), Montgomery, AL (MGM) and Birmingham, AL (BHM). Drive time from Atlanta is approximately an hour and 45 minutes; Montgomery, one hour; Birmingham, 2.5 hours. ****Please note that the Atlanta (ATL) airport is on Eastern Standard Time (EST) and Auburn, AL is on Central Standard Time (CST). Allow for one hour time difference if flying from Atlanta.** [Groome Transportation](#) (when link opens, select ATL. Hartsfield-Jackson Atlanta International Airport on the bottom of the page and follow the prompts to make your reservations) offers reasonable one way or roundtrip shuttle service between the ATL airport and the Auburn Hotel.

REGISTRATION INFORMATION

CLASS SCHEDULE

MON, MAY 11, 2020 (9:00AM - 4:30PM) & TUE, MAY 12, 2020 (9:00AM - 12:00PM)

INSTRUCTOR: DR. STEVE BROWN

COURSE XI: HISTORY OF ELECTIONS I: ANCIENTS TO 1781

TUE, MAY 12, 2020 (1:30PM - 4:30PM) & WED, MAY 13, 2020 (9:00AM - 4:30PM)

INSTRUCTOR: DR. BRIDGETT KING

COURSE XII: HISTORY OF ELECTIONS II: 1781 TO MODERN ERA

THURS, MAY 14, 2020(9:00PM - 4:30PM) & FRI, MAY 15, 2020 (9:00AM – 12:00 PM)

INSTRUCTOR: DR. KATHLEEN HALE

COURSE III: BUDGETING FOR ELECTIONS & VOTER REGISTRATION

FRI, MAY 15, 2020 (1:30AM - 4:30PM) & SAT, MAY 16, 2020 (8:00AM – 3:30 PM)

INSTRUCTOR: DR. MITCHELL BROWN

COURSE IV: ELECTION INFORMATION ACCESS & SECURITY

REGISTRATION DEADLINE: **Monday, April 20, 2020 with payment.** Credit Card (AMEX, MasterCard, Visa and Discover cards), checks or money orders are accepted forms of payment. Unless you are notified that the class is full, you will receive an email confirmation once your registration is received and processed by the Election Center. **Late registration (after April 20, 2020) will include a fee of \$100 per person.** Cancellation information is on the registration form.

HOTEL RESERVATIONS: A special rate of \$145.00 per night, plus taxes has been negotiated with the Auburn Hotel. You must make your own hotel reservations. Click [HERE](#) to make your on-line reservations at the Auburn Hotel or by telephone call: 1-800-228-2876. If you make your reservations via the telephone, please mention that you are with **THE ELECTION CENTER** to receive the special group rate. The cut-off date to receive the special group rate must be made by **NO LATER THAN 5 PM (Central Time) Monday, April 20, 2020. DO NOT DELAY.** After that date, the hotel does not have to hold rooms for us, nor do they have to honor the special rate. Parking at the hotel is complimentary.

EMERGENCY NUMBER: Contact Ben Bertaut at mobile 972-213-7874 for emergencies only. Non-emergency matters, please call The Election Center at 281-396-4309.

Click [HERE](#) to register for the classes