TRAVEL TO FORT LAUDERDALE:
By Air: Reservations can be made to one of three airports.
- Fort Lauderdale-Hollywood International Airport – FLL (11 miles from hotel)
- Miami International Airport – MIA (36 miles from hotel)
- Palm Beach International Airport – PBI (35 miles from hotel)
By Car: Customized Driving Directions

HOTEL INFORMATION
Fort Lauderdale Marriott North, 6650 North Andrews Avenue, Fort Lauderdale, FL  33309, Phone 954-771-0440.

OU EDI INSTITUTE SCHEDULE:

Saturday – November 4, 2017
7:00 am – 8:00 am  CECd Review Course Registration
8:00 am – 5:00 pm  OU EDI CECd Review Course

Sunday – November 5, 2017
8:00 am – 11:00 am  OU EDI CECd Review Course (Continued)
10:00 am – 1:00 pm  Program Registration
11:00 am – 1:00 pm  ED Ethics and the Primer to the CEcD Exam
1:30 pm – 2:00 pm  EDI/IEDC Opening Session (All participants must attend)
2:15 pm – 7:00 pm  Classes in session

Monday – Thursday, November 6-9, 2017:
8:00 am – 5:30 pm  Classes in session

Thursday – November 9, 2017
Noon – 1:30 pm  Lunch/Graduation Ceremony

Participants must attend Graduation and return to class until 5:30 following the ceremony in order to receive credit.

COURSE MATERIALS: Will be available online to download 2 weeks prior to the Institute, for all paid participants at no charge through the OU EDI website. Once logged into the OU EDI website, select Course Schedule under View Your Information. Then Select one of the Courses. Course Materials will be at the bottom of the page.

MEALS: Continental Breakfast, Lunch, and Break service will be provided Monday thru Thursday. Break Service provided on Sunday. Lunch provided to CECd attendees on Saturday. Lunch provided to Ethics Course and Primer Course attendees on Sunday.

Special Dietary Needs
Please let us know if you have any special dietary needs regarding food allergies and dietary restrictions that is medically necessary so that we can relay this information on to the Hotel or catering staff.

CLOTHING: Business Casual
TAX DEDUCTION FOR ATTENDANCE: Expenses related to continuing education courses (including fees, travel, meals and lodging) taken to maintain and improve professional skills may be tax deductible (Treas. Reg. 1.162-5, Coughlin v. Commissioner, 203 F.2d 307). Your tax advisor can make this determination based on the particular facts relating to your professional situation.

ATTENDANCE POLICY FOR
THE UNIVERSITY OF OKLAHOMA’S
ECONOMIC DEVELOPMENT INSTITUTE

Students attending the University of Oklahoma’s Economic Development Institute shall be required to be present at all classes in which they are registered in order to earn the credit hours to graduate. Classes end Thursday at 5:30 PM. Please make travel arrangements accordingly. Should an emergency situation come up, please contact Kirk Garton at 405.370.7361.

Payment Information:
Registration fees are payable to the University of Oklahoma. To qualify for the Early Bird registration rate, both a completed registration and full payment must be received by to Friday, September 15, 2017. Payments not received by this date will be charged the normal registration fee.

Conference attendees with a balance due will be required to remit payment before being admitted to the conference. A credit card or check will be required on site for attendees with balances.

Cancellation, No-Show, and Refund Policy:
Qualified substitutions will be accepted at any time. Cancellations received after the close of business on Friday, 9/15/2017 will be required to pay a $150 processing fee.

There will be no refunds for cancellation after Friday, 10/20/2017 or for non-attendance at the Institute. If registration fees are not paid prior to the cancellation or no-show, you will be billed.

Cancellations must be received in writing by mail or email (edi@ou.edu). Telephone cancellations are not accepted.

Dietary Needs
Please let us know if you have a special dietary needs regarding food allergies and dietary restrictions that is medically necessary so that we can relay this information on to the Hotel or catering staff.

Download Materials
Materials may be downloaded from the OU EDI database. Log into OU EDI and select Course Schedule from the View Your Info Dropdown. You will be able to download course materials upon payment and print your schedule. Materials can also be purchased for an additional fee, prior to the event. Course materials will be available 2 weeks from the start of the Institute.

FOR FURTHER INFORMATION, PLEASE CONTACT:
University of Oklahoma
Economic Development Institute
1700 Asp Avenue, Suite 209
Norman, Oklahoma 73072-7136
Phone: 405.325.3136
www.ouedi.org
edi@ou.edu