



**MSCA Annual Conference – District PO Request Form**  
**November 5-7, 2023**  
**Tan-Tar-A Resort ■ Osage Beach, Missouri**

The purpose of this form is to request a PO from your district office. Please do not use this as a registration form. You must register online at moschoolcounselor.org. There is an option to enter your PO number and receive a copy of the final invoice. The MSCA office does not need a copy of the PO paperwork, we simply bill the district with the PO number on the invoice for reference.

- Step 1: Mark the appropriate registration level below.
- Step 2: Send this form to your district office to request a PO number. Once received, please record the PO number and enter during online registration.
- Step 3: Register online at <https://www.moschoolcounselor.org/2023-fall-conference>. Note: member pricing is allowed for current members only. PLEASE LOGIN IF YOU ARE A MEMBER.
- Step 4: If applicable, renew your membership and enter the same PO as used during the conference registration.

Counselor Name: \_\_\_\_\_

Counselor School: \_\_\_\_\_

**REGISTRATION & MEMBERSHIP FEES**

2023-2024 MSCA Membership Dues Only \$50

**Early Bird Discount if BOTH Payment AND Dues Postmarked by October 6, 2023**

Conference Registration Fee for Current Members (2023-2024) \$200  
 Conference Registration Fee (\$200) + Dues (\$50) \$250  
 Student Registration Fee \$125

**Regular Registration if Either Payment or Dues Postmarked after October 6, 2023**

Conference Registration Fee for Current Members (2021-2022) \$235  
 Conference Registration Fee (\$235) + Dues (\$50) \$285  
 Conference Registration Fee – Non-Member or On-Site \$300

**SATURDAY INSTITUTE**

Saturday Institute – Current Member (2023-2024) \$89  
 Saturday Institute – Non-Member or On-Site \$169

PO Number: \_\_\_\_\_

*All registration refund requests received in writing (email will work) by **October 15** will be refunded, minus a \$50 handling fee.  
 Requests made after **October 15** will **not** be refunded.*