

2009 E&O Student Program Check List

- Complete the application form by providing all required information
- Provide a letter of recommendation from instructor or professor
- Complete your "Letter of Interest" in attending the conference
- Submit your application , recommendation and letter of interest by March 13, 2009
- Make your travel plans - plan to drive or purchase your airline tickets and reserve a hotel room using your credit card. in Spokane, WA Doubletree City Center Hotel
- Review what is reimbursable and keep your receipts for reimbursement. Submit your expense form and receipts to NWPPA soon after you return home.
- Prepare your presentation and deliver it to a class or club. Send a copy to SLOWRY@NWPPA.ORG by May 15, 2009