

# PYP Regional Workshops

## Prem Centre, Chiang Mai, Thailand

### Friday - Sunday, 25 – 27 September 2009

Calculate your carbon footprint – [www.click4carbon.com](http://www.click4carbon.com)

One tree planted in the tropics can trap an excess of 20kg of CO2 per year for 40 years. ([www.plant-a-tree-today.org](http://www.plant-a-tree-today.org))

Visit website [www.million-trees.org](http://www.million-trees.org) to select the tree planting project of your choice and pledge your donation.

*Elephant Sanctuary*

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PYP Subjects offered:-

An Introduction to the PYP for Teachers

Action in the PYP

Promoting Interdisciplinary Learning

The Role of Mathematics

The Role of Science

The Exhibition Project

The Role of Physical Education

The Role of the Arts

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Visit: [www.ibo.org/ibap/workshops](http://www.ibo.org/ibap/workshops) for online registration

Note that participants are requested to check the “Workshop Descriptions” online to ascertain the level of experience required to attend these workshops.

EARLY BIRD SPECIAL TILL 26 JUNE. REGISTRATION CLOSING ON 24 JULY



For more information, please contact  
IB Asia Pacific Events Team:-  
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Tel: +65 6776 0249  
Fax: +65 6776 4369  
Email: [ibapevents@ibo.org](mailto:ibapevents@ibo.org)

# INTERNATIONAL BACCALAUREATE ASIA PACIFIC PYP REGIONAL WORKSHOPS

Friday - Sunday, 25 - 27 September 2009

## WORKSHOP DETAILS

### Programme Schedule

The structure of each subject workshop features 12 sessions delivered over the course of 3 days. Refer to the cover page for the type of subjects offered at the venue.

Time/Day	Day 1	Day 2	Day 3
8.30 – 10.00	Welcome Address/Session 1	Session 5	Session 9
10.00 – 10.30	AM Break		
10.30 – 12.00	Session 2	Session 6	Session 10
12.00 – 1.00	Lunch		
1.00 – 2.30	Session 3	Session 7	Session 11
2.30 – 3.00	PM Break		
3.00 – 4.30	Session 4	Session 8	Session 12 (ends at 4pm)
4.30	End of the Day		

### Prerequisites

Refer to the workshop descriptions at [www.ibo.org/ibap/workshops](http://www.ibo.org/ibap/workshops) to ascertain the level of IB teaching experience(s) in a specific subject needed to attend a workshop.

Priority will be given to teachers currently teaching in IB World Schools or candidate schools working towards authorization.

Representatives from schools that have registered interest to implement IB programmes may register for introductory and/or Level 1 workshop(s) only. Independent teachers who are not currently teaching in IB schools may attend the introductory and/or Level 1 workshops provided there are vacancies left after the registration deadline.

### Agenda

A copy of the subject agenda will be posted on the website (<http://www.ibo.org/events>) about **ONE** month before the date of workshop.

### Certificate of Attendance

An official "IB Certificate of Attendance" is only awarded to **registered** participants who have attended **ALL** sessions of a subject workshop. Please note that your travel arrangements do not preclude your candidacy for a certificate.

### Workshop Fee includes:-

- Refreshment breaks and lunches for 3 days
    - *Catering will not include pork or lard only*
    - *Vegetarian food will be available*
  - Workshop materials
- \*\* Fee **excludes** cost of travel and hotel accommodation.

Register before **26 June** to receive  
US\$70 Early Bird Discount,  
Standard Registration Fees: **US\$595**

**REGISTRATION CLOSES**  
24 July 2009

## VENUE DETAILS

### **Workshop Venue**

#### **Prem Center**

Street Address : 234 Moo 3, T.Huay Sai, A.Mae Rim, Chiang Mai 50180, Thailand

Postal Address : PO Box 1, Mae Rim, Chiang Mai 50180, Thailand

Tel: +66 53 301500

Fax: +66 53 301507

Website: <http://www.premcenter.org>

\*\* More details will be sent to the registered email address 2 weeks before event. Please make sure you have entered the correct email address.

### **Entry Visa**

Most visitors can stay for 30 days without a visa or can apply visa upon arrival. Check with a Thai embassy or consulate in your country or visit <http://www.thaivisa.com/visa/passport-holders-who-can-enter-thailand-without-visa.html> for more information.

Contact us at [ibapevents@ibo.org](mailto:ibapevents@ibo.org) if an invitation letter is required from the organiser.

### **Air Transportation**

Chiang Mai Airport is the gateway to northern Thailand which offers a rich cultural heritage. The airport is located 4 kms southwest of central Chiang Mai city.

### **Airport Departure Tax**

Departure tax is normally inclusive in the ticket price. Please check with your travel agent.

### **Airport Transfer**

A transportation service counter is located on the 1<sup>st</sup> floor opposite domestic and international arrivals. A taxi from the airport to most destinations in the city will cost around 100 baht.

### **Ground Transportation**

Chiang Mai is a great walking city with many areas of the town easily accessible on foot.

*Taxis* – metered taxis are located in the main centre of Chiang Mai and are yellow coloured. Rates are very reasonable at 30 baht for the first 2 km and 4 baht/km after that.

*Tuk-Tuk* - three-wheeled open-air motorized taxis are popular for short journeys. Fares must be bargained in advance.

*Songtaew* (Taxi and Bus service) – these mini-fan open aired taxis are abundant in the city and even within many suburbs. If they are heading in the direction you want to go the standard fee is 20 baht. Otherwise, fares must be agreed in advance and make sure that the driver understands where you want to go.

*Hired Motorbike* – These are a cheap and efficient way of accessing the city for as little as 150 baht a day. However caution is issued as Thai drivers can be dangerous as many road rules are frequently ignored.

### **Transportation from the Hotel to the School & Vice Versa**


Buses will be provided from the recommended hotel and the school and vice versa. If you choose to book at another nearby hotel or book via your travel agent, please make your own transport arrangement.

### **Accommodation Options**

**Workshop participants are responsible for booking their own accommodation.**

Please book early – The rates quoted below are subject to room availability at the time of booking and will be allocated on a 'first come, first served' basis.

Do quote "International Baccalaureate" to enjoy the special negotiated rates.

Hotels	Rates per room per night	Contacts
<p>dusitD2 Chiang Mai (4*)</p> 	<p>Single Deluxe Room with 1pax breakfast: THB3,000nett per night</p> <p>Single Club Deluxe Room with 1pax breakfast &amp; club benefits: THB4,000nett per night</p> <p>Above rates are inclusive of 10% service charge and prevailing government taxes.</p> <p>Above rates are valid till <b>25 July 2009</b></p> <p>Cancellation Policy: Please check with hotel when booking</p> <p>This hotel is located in the city centre, next to night bazaar. It's abt 30-40mins away from the school. Transport will be provided if you book using the hotel booking form.</p>	<p>Address: 100 chang klan road, tambol chang klan, amphur muang, chiang mai 50100 Thailand Tel: +66 5399 9999 Fax: +66 5399 9900 Email: <a href="mailto:natthanan.wp@dusit.com">natthanan.wp@dusit.com</a> Website: <a href="http://www.dusit.com/hotels/thailand/chiang_mai/dusitd2/index.html">http://www.dusit.com/hotels/thailand/chiang_mai/dusitd2/index.html</a></p> <p><b>Please download the room reservation form to book room.</b></p>
<p>Campus Accommodation at the Prem Center</p>	<p>Single Standard Room with 1pax breakfast: THB1,200nett per night</p> <p>Twin Standard Room with 2pax breakfasts: THB1,500nett per night</p> <p>Single Superior Room with 1pax breakfast: THB1,500nett per night</p> <p>Twin Superior Room with 2pax breakfast: THB2,000nett per night</p> <p>Above rates are inclusive of taxes.</p>	<p>Address: 234 Moo 3, Tambon Huay Sai, Amphur Mae Rim, Chiang Mai 50180, Thailand Tel: +66 53 301500 Fax: +66 53 301507 Email: <a href="mailto:ibworkshops@premcenter.org">ibworkshops@premcenter.org</a> Website: <a href="http://www.premcenter.org">http://www.premcenter.org</a></p> <p><b>Please download the room reservation form to book room.</b></p>

### General Information

For more information on Chiang Mai, visit:

<http://www.1stopchiangmai.com>

<http://www.lonelyplanet.com/thailand/chiang-mai-province/chiang-mai>

<http://www.chiangmainews.com/aboutchiangmai/>

### Weather

The Rainy season in Northern Thailand runs from May through to November, September is the wettest month, with an average precipitation of 250mm. The average temperature at this time of month is between 23-31 °C with high humidity.

### Exchange Rate

Due to recent exchange rate fluctuations please check: <http://www.xe.com/>

Money can be exchanged at the airport, banks and major hotels. ATMs are widely available which accept Visa, MasterCard and American Express.

### Tipping

Tipping is not a usually practiced in Thailand although it is becoming more common. Most hotels and restaurants add a 10% service charge to the bill. Taxi drivers do not require a tip, but the gesture is appreciated and 10-20 baht is acceptable for porters.

### Tap Water

Tap water is clean but drinking from it directly should be avoided. Bottled water is recommended.

### Shopping

Bargaining - Fixed prices are the norm in department stores, but at most other places bargaining is to be expected. Generally, you can obtain a final figure of between 10-40% lower than the original asking price. Much depends on your skills and the shopkeeper's mood. But remember, Thais appreciate good manners and a sense of humour. With patience and a broad smile, you will not only get a better price, you will also enjoy shopping as an art.

V.A.T. Refunds - Visitors on a tourist visa are entitled to refund of the 7% V.A.T. on goods purchased at registered retail outlets.

### Culture

The Monarchy - Thai people have a deep, traditional reverence for the Royal Family, and a visitor should be careful to show respect for the King, the Queen and the Royal Children.

Religion - Visitors should dress neatly in all religious shrines. They should never go topless, or in shorts, hot pants or other unsuitable attire. It is acceptable to wear shoes when walking around the compound of a Buddhist temple, but not inside the chapel where the principal Buddha image is kept.

### Food & Drink

Chiang Mai has a variety of cuisines to choose from. Northern Thai Cuisine has a slightly bitter taste compared to the popular Thai cuisine found overseas.

- *Art Café* (corner of Th Tha Phae & Th Kotchasarn) – This café is known for its breakfast and variety of vegetarian options. A popular place with a huge menu including Thai, Italian, Mexican and American food.
- *Anusan Night Bazaar* (btwn Th Chang Khlan & Th Charoen Prathet) – Known for its seafood and buzzing atmosphere, the 'restaurants' surround the stalls and many provide menus in English.
- *Chinatown* (on Th Ratchawong) – This little chinatown offers a variety of inexpensive rice and noodle stalls. The most famous restaurant along this street being *Aomngurn*, which is recognisable by the blackboards outside. It serves various Chinese/Thai dishes (English menus available)
- *Herb Garden* (Th Ratchadamnoen, Soi 1, Inner Moat) – This small friendly restaurant serves both Thai and English food. It is run by an English-thai couple so both varieties of food are said to be superb.
- *Antique House* (71 Charoen Prathet rd) – this beautiful old teak house offers a peaceful ambience and predominantly northern thai cuisine. English Menus available.

### Shopping

Chiang Mai offers a wide range of shopping opportunities with multiple markets and smaller shops.

- *Night Bazaar* (between Th Tha Phae & Th Si Donchai, Th Chang Khlan) – This atmospheric market sprawls across several blocks and offers a variety of goods from Designer goods (real or fake) to hill tribe crafts and silver jewellery. This is a must see!
- *Th Loi Kroh* – this is a good street to find antique shops and a collection of hill-tribe art. The store Art Deco has an array of art from the Akha (hill tribe) as well as other hill tribes.
- *Hill Tribe Products Promotion Centre* (21/17 Th Suthep) – This is a royally sponsored project where the profits from sale of hill tribe crafts go to the hill-tribe welfare programmes.
- *JJ Market* (Th Atsadathorn) – This new market has streets lined with a variety of designer stores from big names to small Thai brands.
- *Mengrai Kilns* (79/2 Th Arak) – is an elegant glaze pottery shop which is focused on keeping the old Thai Celadon Tradition alive. Their site [www.mengraikilns.com](http://www.mengraikilns.com) provides a wonderful example of the type of pottery available to purchase.

### Sightseeing

Northern Thailand offers a variety of activities from trekking, natural beauty, elephant sanctuaries/riding, shopping etc. The Night Bazaar and Elephant Sanctuaries around in Chiang Mai are a must see for most visitors. Check out <http://www.lonelyplanet.com/thailand/chiang-mai-province/chiang-mai> for a comprehensive guide to the area.

## How to Register for IB Asia Pacific Regional Workshops

In order to help serve you better, we appreciate your assistance in following the procedures below to ensure registration runs smoothly.

### Step 1:- Check and Prepare

Have ready the 6-digit School Code and the teacher(s)' particulars:-

1. Full Name (in the correct format to be printed on certificate and name tags)
2. Years of Experience in teaching that particular subject in IB Schools
3. Email Address (try not to provide coordinator's email address unless he/she is the registered participant)

**\*\* Please check the "Workshop Descriptions" to ascertain the level of experience required to attend these workshops. The Regional Office reserves the right to de-register those who do not meet the pre-requisite so as to maintain the quality level of workshops.**

### Step 2:- Register Online

Visit [www.ibo.org/ibap/workshops](http://www.ibo.org/ibap/workshops), and follow instructions.

### Step 3:- Select Payment Methods

Payment Methods	Pay by Credit Card (via Pay Pal)	Pay by Bank Draft / TT	Pay by Credit Note
Upon submission of online registration	Link to Pay Pal website. Upon completion of payment, you will receive an instant <b>confirmation</b> email.	Receive an automated email reply to acknowledge receipt of registration. <b>**</b>	Receive an automated email reply to acknowledge receipt of registration. <b>**</b>
Status of Registration	<b>CONFIRMED.</b> You do not need another confirmation email from Events Team unless you did not receive the instant confirmation email.	<b>PENDING.</b> Payment must reach us <b>within 2 weeks</b> to receive the confirmation email sent by Events Team. To speed up the process, quote Reference Number when submitting the bank advice to <a href="mailto:ibapfinance@ibo.org">ibapfinance@ibo.org</a>	<b>PENDING.</b> Contact <a href="mailto:ibapfinance@ibo.org">ibapfinance@ibo.org</a> with your Reference Number and Credit Note Number /Amount. Upon verification of Credit Note, you will receive the confirmation email sent by Events Team.

**\*\* If you do not receive any automated email reply upon completion of online registration, this implies either you did not submit the registration or you have entered an invalid email address for the coordinator. Contact [ibapevents@ibo.org](mailto:ibapevents@ibo.org) for assistance.**

## How to Make Payment for IB Asia Pacific Regional Workshops

### **Payment by Credit Card**

You need to have a valid Pay Pal account. If not, please select payment by bank draft or TT. Note that once online registration is closed, option to pay via credit card will not be available.

### **Payment by Telegraphic Transfer**

Please arrange for payment to be remitted to:

Name: International Baccalaureate Organization  
 Account Number: 243 - 036225 - 178 (USD)  
 Bank: Hong Kong and Shanghai Banking Corporation Limited (Tanglin Branch)  
 6 Claymore Hill, #01-00 Claymore Plaza, Singapore 229571  
 Swift Code: HSBCSGSG

**\*\*Please inform your Finance Dept that all bank charges are to be borne by the Remitter and that IB must receive the workshop fee in FULL.**

### **Payment by Bank Draft**

Bank Drafts should be made payable to: “International Baccalaureate Organization” and mailed to the IB Asia Pacific Regional Office (see address on cover page). **Please include an extra USD25 to pay for bank charges.**

In order for us to record and verify your payment correctly, please quote the relevant references on the Bank Transfer Slip or on the back of the Bank Draft:

- a) Name of the workshop
- b) Reference Number
- c) School Name
- d) Participant name(s)

Registration is **COMPLETED** only when you receive the confirmation email from the Events Team. If you would like to withdraw the registration at any point, please contact [ibapevents@ibo.org](mailto:ibapevents@ibo.org) as soon as possible. Refer to the Cancellation Policy on next page.

**Hurry! Register online at**  
<http://www.ibo.org/ibap/workshops>

Early Bird Fee (Registration & Payment by 26 June)	Regular Fee (Registration & Payment after 26 June)
<b>US\$525</b>	<b>US\$595</b>
<b>Registration Deadline: 24 July 2009</b>	

### **Important Information:**

- 1) Underpayment of workshop fees will delay the confirmation of registration.**
- 2) If Regional Office has yet to receive payment after the Early Bird deadline, you will lose the Early Bird privileges and the fees will automatically revert to the regular rate.
- 3) Reservations of seat with generic name are not entitled to Early Bird privileges and will need to pay an additional administrative fee of US\$80 when you submit the names of participants.
- 4) Programme Coordinators should communicate to participants regarding their registration and payment status. **Participants are required to show their copy of the confirmation email for verification purposes.**
- 5) Travel arrangements should be made only after receipt of confirmation email from the Events Team. Confirmation email will **only be sent** based on the following 2 criteria:-
  - Full payment has been made and verified by Finance
  - Sufficient numbers of registered participants in that workshop for viable learning
- 6) Unregistered teachers who appear for events on-site should not expect to be admitted. The Regional Office reserves the right to deny admission under these circumstances.

It is very important for the Events Team to have accurate and timely registration data in order to fulfill the considerable logistical requirements of workshops. Accurate details are essential for the preparation of the venue, workbooks, support materials, certificates, transportation, catering and other aspects of events. When schools make changes in participants' registration status, it poses significant challenges to the administration of a successful professional development experience for all.

In consideration of these circumstances, please note the following:-

### Cancellation & Substitution Policy

	<b>Deadline</b>	<b>Policy</b>
<b>Cancellation after online registration, prior to registration deadline</b>	Before 24 July 2009	<b>US\$80</b> per participant - If payment is made, it will be refunded less cancellation charge in the form of credit note - If payment is still pending, an invoice for cancellation charge will be issued
<b>Cancellation after online registration deadline and before 14 days prior to the workshop</b>	Between 25 July – 11 Sept 2009	<b>US\$200</b> per participant - If payment is made, it will be refunded less cancellation charge in the form of credit note - If payment is still pending, an invoice for cancellation charge will be issued
<b>Cancellation within 14 days prior to the workshop or participant did not turn up for workshop</b>	After 11 Sept 2009	<b>No refund or credit note</b> - If payment is made, it will be forfeited. - If payment is still pending, an invoice for full registration fee will be issued
<b>Cancellation due to Visa refusal</b>	NA	No refund or credit note
<b>Regional Office cancels workshop</b>	NA	- If payment is made, full refund of registration fees less bank charges in the form of a credit note - If payment is still pending, registration is void by default
<b>Substitution</b> A substitution is a change of participant originally registered within the <b>same</b> subject workshop in the <b>same</b> event OR <b>different</b> subject workshop in the <b>same</b> event.	NA	US\$80 per substitution  <i>If for a different subject, do check with the Regional Office for availability first.</i>

The Regional Office reserves the right to amend any of the policies and procedures as it deemed fit and necessary.

#### Disclaimer

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Neither the IB nor its directors, officers or agents are responsible or liable for the safety and property of participants or their companions during the workshops or any excursions related thereto. Travelling to and from the workshop venue shall take place under the participants' sole responsibility. Participants are advised to seek information on potential health and security risks incurred by themselves or their companions at the workshops and to secure adequate insurance coverage. Swiss law shall govern any legal issues relating to the enrollment and participation in the workshops. Any disputes arising with respect to or in connection with the enrollment and participation in the workshops shall be finally settled by one arbitrator in accordance with the Rules of Arbitration of the Chamber of Commerce and Industry of Geneva.