



# Online Course Registration and Order Form

\*Each registrant **MUST** complete a registration form

## Shipping Address:

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Is this address Work  or Home

Preferred email address \_\_\_\_\_

## Bill To: (if different from Shipping Information)

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## Payment Method:

Check (payable to Keys to Literacy, LLC)  Purchase Order # \_\_\_\_\_ (Attach PO if available)

Credit Card  VISA  MASTERCARD  American Express

Card #: \_\_\_\_\_

Exp. Date: \_\_\_\_\_ Cardholder Name: \_\_\_\_\_

Cardholder Signature: \_\_\_\_\_

## Order Form:

Qty	Item #	Description	Unit cost	Total
	KCO-OC	<i>The Key Comprehension Routine: Grades 4-12 (with book)</i>	Single user:	
	KCPO-OC	<i>The Key Comprehension Routine, Primary Grades (with book)</i>	\$199	
	KVO-OC	<i>The Key Vocabulary Routine (with book)</i>	8 or more:	
	KWO-OC	<i>Keys to Content Writing (with book)</i>	\$179	
	KEWO-OC	<i>Keys to Early Writing (with book)</i>		
	TO-N	<i>How to Teach Two-Column Note Taking</i>	\$59	
	TO-Q	<i>How to Teach Question Generation</i>	\$39	
	TOC-C	<i>Comprehension Coach Training</i>	\$450	
		<i>Keys to Comprehension and Vocabulary: (Choose one)</i>	Single user:	
	OL-SP	<i>- for Students with Learning Disabilities (with 2 books)</i>	\$319	
	OL-EL	<i>- for SEI and English as a Second Language (with 2 books)</i>	8 or more:	
			\$299	
			TOTAL	

You will be able to print a certificate upon completion of the course.

## To Order:

**All registrants must complete registration form.**

Allow 2 weeks delivery for book(s).

You have up to 1 year to complete the course.

**Mail order or fax order form:** with check payment or purchase order (unless paid online) to:

Keys to Literacy / 319 Newburyport Turnpike, Suite 205/Rowley, MA 01969

978-948-8511/FAX 978-948-8611

Questions? Contact [melissa@keystoliteracy.com](mailto:melissa@keystoliteracy.com)

**For bulk ordering of multiple registrations, attach a list with names and emails of people taking each course.**