



AMISA | REGIONAL INSTITUTES

Regional Institutes offer professional learning around specific topics or themes held within the region at an AMISA Member School. Schools that wish to partner with AMISA for a Regional Institute may choose between a **School Hosted** or **Co-Hosted** option.

SCHOOL HOSTED INSTITUTES

Host School Extends Opportunity to Attend at NO COST

If a school is hosting an institute and provides an opportunity for AMISA Member Schools to attend at **NO COST**, AMISA may support by advertising the event to its network, provided it is not in conflict with another AMISA event.

CO-HOSTED INSTITUTES

AMISA and School Co-design Content and Theme

AMISA RESPONSIBILITY	HOST SCHOOL RESPONSIBILITY
<ul style="list-style-type: none"> ● Manage consultant costs ● Determine registration price ● Manage registration for event ● Create public relations materials ● Co-advertise for event ● Co-coordinate event logistics 	<ul style="list-style-type: none"> ● Submit event budget ● Provide meeting space and any A/V needs ● Provide coffee break(s) and lunch(es) ● Provide ground transportation for consultant and AMISA staff during the event ● Co-coordinate event logistics ● Co-advertise event

Complete details and structures for Regional Institutes can be reviewed on the [AMISA PROFESSIONAL LEARNING PLAN](#). For questions about hosting a Regional Institute, contact Chief Learning Officer, Adam Slaton at: adam@amisa.us.