**Christian Accountability Network**

www.thecanetwork.com

P.O. Box 425, Westerville, OH 43086

 (614) 439-5375

Toll Free Fax (866)-627-9073

Registration Process:

 Thank you for contacting us about our program. During this Pandemic we have made changes to keep our participants safe. Our class is being conducted using Zoom for a video conference of the entire class for the 3 day period. You will need a laptop or Zoom compatible device such as a tablet or up-to-date smart phone to take our class. This device must have both audio and video capability as well as be enabled to use Wi-Fi. You will take the device into the hotel with you and open up your email at 5:30 pm and click on the invitation we will send to your email. We send that invitation out on the day of and sometimes the day before the meeting starts. In order to schedule and complete our program you will need to do 2 things: 1) Complete the registration process below paying at our website, and 2) Attend the class on the day you are scheduled beginning on Thursday at 5:30 pm.

 Registration consists of checking and securing a date that you will be available to be in class starting on Thursday and ending on Sunday. The dates you can select from are available by calling our office at the number listed above. You will need to pay the $190 fee at our website with a credit card or with PayPal. Our web site is [www.thecanetwork.com](http://www.thecanetwork.com) and you will click on the fees and locations line. This will pull up a page that you scroll down and click on the “register here” highlighted in blue. This will take you to pay. Once paid you are officially registered for a program. Please note that we can only accommodate 30 participants in a class and will cut off the registrations at that point. If you wait too long to pay you may be told that the date is unavailable.

 After completing the registration process listed above you need to book your hotel stay. There are 3 hotels and you can select any one of them. You should inform them that you are going to be taking our program if you call them directly ; in some cases this may save you money. The hotel in Columbus is the Days Inn by the Airport on 750 Stelzer Road ; phone 614-238-9010.

Our hotel in the Toledo area is the Quality Inn and Suites at 1401 East Mall Drive Holland, Ohio; phone 419-867-1144. The hotel that we use in the Cincinnati area is the Best Western at 9665 Mason- Montgomery Road; phone 513-336-7911. Again, thank you for choosing our program and I will see you on the video conference.

Sincerely,

***Robert D. Gaskeen*** **LICDC-CS, L.S.W.**

**Program Director**