

# **MONTGOMERY COUNTY ESC EVENTS AND** **WORKSHOPS**

## **Registration Details:**

You may register through Montgomery County Educational Service Center PD Express Link:

<http://pdexpress.mcesc.montgomery.k12.oh.us/pdexpress/login.aspx>

If this is your first time to register from this site, you will need to create an ID and Password which will be used to access your certificate and future workshop registrations.

After you log in, in the black bar at the top, hover over In-District PD, click on In-District PD Catalog. Close to the top of this page it says "page size". Use the drop down and make it "All". Now scroll in alpha order to your event. Click on the title. The next window, top right is the "register" button.

**Please do not create multiple accounts.** If you have registered at MCESC before and cannot remember your password, please call Cynthia Grimes for assistance at **937-225-4598** or email Cynthia at [cynthia.grimes@mcesc.org](mailto:cynthia.grimes@mcesc.org)

***If you have registered for a workshop and are a "No show" or have not canceled one week in advance, your district will be billed \$15.00 to cover costs associated with preparing for the workshop.***

***We close workshops one week before an event to prepare materials and order catering if it is included.***

You will need to do this registration in order to print a certificate of participation after the workshop has been completed. This is also how we communicate with you if a workshop is canceled. Please update any old information.



**MONTGOMERY  
C O U N T Y  
E D U C A T I O N A L  
S E R V I C E  
C E N T E R**