

## DELEGATES' CHECKLIST

- Registration form filled in and sent to the SOTAM Consultancy at [sotamalaysia@gmail.com](mailto:sotamalaysia@gmail.com)
- Course paid for.
- Meals arranged.
- Accommodation booked.
- Transportation arranged.
- No jeans packed only smart/formal wear.
- Arrangements made to arrive by 8:30 a.m. on Monday morning.
- Bible.
- Pencils / Erasers / Ruler / Sharpener.

### The Training Location

#### Faith Anglican Academy

**Address:**  
37 Jalan PJS 11/16  
Bandar Sunway  
46150 Petaling Jaya

**Phone:**  
+6 019 883 5442

### Contact Information:

**Ronda Bodenstab**  
regarding training information  
**Email:**  
[ronda.bodenstab@schooloftomorrowasia.com](mailto:ronda.bodenstab@schooloftomorrowasia.com)

**The SOTAM Consultancy**  
regarding location and directions  
**Email:** [sotamalaysia@gmail.com](mailto:sotamalaysia@gmail.com)

[www.schooloftomorrowasia.com](http://www.schooloftomorrowasia.com)

# PROFESSIONAL TRAINING COURSE MALAYSIA DELEGATE NOTES NOVEMBER 25 - 29, 2013



MRS. PENNY OLSON  
DIRECTOR  
SCHOOL OF TOMORROW, ASIA



MR. GEORGE OLSON  
GLOBAL TRAINER



SCHOOL OF TOMORROW®

ASIA

## TIMETABLE

Registration starts at 8:30 am. Sessions start at 9:00 am on the Monday and then 8:30 am on the following 4 days. Each day will end at 5:00 pm with 1 hour for lunch. Homework will be assigned each evening.

Please Note: Punctuality is important to the smooth running of this training course, so please leave in enough time for traveling to the training location. Attendance everyday is mandatory to receive the training certificate.

## TRAINING COURSE CONTENT

- Philosophy of Education
- Five Laws of Learning
- Reading Systems
- Parents
- Organization
- Secret of Leadership

The course is enhanced by interactive sessions, workshops, and delegate participation. Attendance at and involvement in each segment is required to attain the training certificate.

## REGISTRATION DEADLINE

- RM425 registration fee per person
- RM575 late registration fee per person  
after November 1, 2013

## PAYMENT INFORMATION

Payment for registration can be made to the SOTAM CONSULTANCY BANK ACCOUNT  
PBB Account No: 3177862528

## LUNCHTIME FELLOWSHIP

Lunch and 2 tea breaks are included in the cost of this training. Each delegate is responsible for all other meals.

## TRANSPORTATION

Delegates are responsible for transportation to and from the Airports. For more information, please visit:  
Taxi services at KLIA/LCCT (the easiest way to training site)  
<http://www.kliataxi.my/index.html>  
[http://www.infotaxi.org/malaysia\\_taxi/kuala-lumpur\\_taxi/lcct-limo-airport-lcct-klia-taxi-transfer-services.htm](http://www.infotaxi.org/malaysia_taxi/kuala-lumpur_taxi/lcct-limo-airport-lcct-klia-taxi-transfer-services.htm)

**Note:** Buses and Express train from Airports will go to KL Sentral. Passengers need to take a taxi to the training site from KL Sentral.

## DRESS CODE

Please be aware that the dress code for the week is formal/smart. To show deference to the different denominations that will attend our training sessions, please come prepared in conservative business dress. Gentlemen, please wear dress shirts, slacks and ties (suit jackets are optional). Ladies, please wear modest, knee-length dresses or skirts and blouses.

In order to minimize distractions, please take note that no children will be allowed in the training sessions.

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