

**Public Service Commission  
Retirement Planning Sessions 2018 – 2019**

Registration Form Please Print

NAME: \_\_\_\_\_ Employee ID#: \_\_\_\_\_

Position Title: \_\_\_\_\_ Department: \_\_\_\_\_

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

Manager's Name: \_\_\_\_\_ Manager's Signature: \_\_\_\_\_

| Check Box if Attending   | Date and Time                     | Location                                    |
|--|-----------------------------------|---|
| <b>Transitions and Retirement Pension &amp; Benefits Session</b> |                                   |   |
|  | January 22, 2019 8:30am – 12:30pm | Sage Room, 40 C Burns Avenue, Charlottetown |
|  | March 5, 2019 8:30am – 12:30pm    | Sage Room, 40 C Burns Avenue, Charlottetown |
| <b>Your Retirement Finances Workshop</b>                         |                                   |   |
|  | January 30, 2019 1:00pm – 4:30pm  | Sage Room, 40 C Burns Avenue, Charlottetown |
|  | February 13, 2019 1:00pm - 4:30pm | Sage Room, 40 C Burns Avenue, Charlottetown |
|  | March 5, 2019 1:00pm – 4:30pm     | Sage Room, 40 C Burns Avenue, Charlottetown |

- To register - fax your registration form to Emily Allen, PSC: 902-368-4383 or send registration form by scan/email to [learningandyou@gov.pe.ca](mailto:learningandyou@gov.pe.ca)
- Your registration in the course will be confirmed by Groupwise appointment
- If you need to change the date of your course or you are unable to attend, contact Emily Allen at 902-368-6175, [emallen@gov.pe.ca](mailto:emallen@gov.pe.ca) or [learningandyou@gov.pe.ca](mailto:learningandyou@gov.pe.ca) 5 days before the scheduled session date
- Storm Policy: Sessions will be cancelled when there is a delayed opening or closure of the provincial civil service in the Charlottetown or Summerside areas.
- When a session is cancelled, you will be contacted for a new session time.

If you have any questions contact:

Emily Allen: 902-368-6175, [emallen@gov.pe.ca](mailto:emallen@gov.pe.ca)  
Alaina Roach O'Keefe: 902-368-4186, [alroachokeefe@gov.pe.ca](mailto:alroachokeefe@gov.pe.ca)

Personal information on this form is collected under Section 31 (c) of the **Freedom of Information and Protection of Privacy Act** R.S.P.E.I. 1988, c.F-15.01 as it relates directly to and is necessary for accessing learning and development opportunities and will be used for that purpose. If you have any questions about this collection of personal information you may contact the FOIPP coordinator with the Public Service Commission: Kathryn Dickson at (902) 569-0568 or [kedickson@gov.pe.ca](mailto:kedickson@gov.pe.ca).