



## **INTERNATIONAL ATTENDEES AT NCAC TRAINING**

The National Children's Advocacy Center (NCAC) has provided training for professionals from more than forty countries throughout the world at the NCAC Training Center and the *International Symposium on Child Abuse* in Huntsville, AL. As part of NCAC's mission, we are pleased to provide training for committed professionals seeking to improve the lives of children throughout the world.

The NCAC is often requested to provide a letter of invitation to prospective attendees, however, in order to provide a letter of invitation, the NCAC requires the following:

1. The prospective attendee should provide a letter of support from his/her employer, on official letterhead and with signature, requesting a letter of invitation and identifying the specific training and training dates of interest.
2. The attendee, or his/her employer, should make contact with the U.S. Embassy or Consulate in the home country to express an interest in attending NCAC training in the U.S. and also to obtain a letter of support from the U.S. Embassy or Consulate. The U.S. Embassy or Consulate should send this letter of support directly to the NCAC at [Agarrison@nationalcac.org](mailto:Agarrison@nationalcac.org), and it should include the name(s) of the individual(s) who are requesting to attend training, their support of this attendance, and the specific training and training dates of interest.
3. Once these two documents are received by the NCAC, we will notify the attendee(s), and the attendee will be allowed to register for the specific training.
4. Once the attendee(s) has registered and paid for the training, the NCAC will submit an official letter of invitation to the individual(s), and also share this letter of invitation with the U.S. Embassy or Consulate in the home country.
5. If you have any questions about this process, please contact Amy Garrison at [Agarrison@nationalcac.org](mailto:Agarrison@nationalcac.org)