

NAGAP 2020 Graduate Enrollment Management Summit Registration Form

STEP ONE: Contact Information – Make sure this information is complete as it will be used for the attendee roster and your name badge.

TYPE OR PRINT CLEARLY

First Name	M.I.	Last Name
Position Title	First Name Preferred on Name Badge	
Institution Address		
City, State, Zip	Country	
Phone	Cell Phone (in case of emergency or urgent travel notifications only)	Email

STEP TWO: General Information

By registering for the Summit, I understand that photos may be taken of me during the Summit to be published on NAGAP social media sites, NAGAP's website or in publications to promote NAGAP.

- Exclude my information from any mail list sales.

SPECIAL NEEDS

- I will need assistance (please describe):

I have the following dietary requirements:

- Vegetarian Vegan
 Gluten-Free Diabetic
 Kosher
 Other

EMERGENCY CONTACT (required): In case of an emergency at the Summit, contact (Name/Telephone Number/Relationship):

I plan to attend the following Chapter Meetings (during lunch on Thursday unless otherwise noted):

- BioGAP (Wednesday, April 23)
 JGAP (Wednesday, April 23)
 BAGAP (Bay Area and all other California attendees)
 CAPGAP (Chesapeake/Potomac Region)
 PAGAP (Pennsylvania)
 MAGAP (Midwestern Region)
 NEGAP (New England)
 NYGAP (New York)
 SEGAP (Southeastern Region)
 TXGAP (Texas)
 CAGAP (Canada)
Other Regions
 Pacific Northwest (AL, HI, ID, MT, OR, WA)
 Rocky Mountain (AZ, CO, NM, NV, WY)

How did you hear about this NAGAP conference?

- NAGAP News Website
 Social Media Colleague/Friend
 Previous Attendee
 Other:

FIRST-TIMER: Is this your first NAGAP conference? Yes

STEP THREE: Membership

Renewing Members: Current NAGAP membership will expire on June 30, 2020. Save time and renew your 2020-2021 membership with registration.

- Individual (\$250)
 Institutional (\$250)
 Affiliate (\$475)
 Retired (\$50)
 Student (\$50)
 Associate (\$200)

New Members: Join NAGAP now and take advantage of member conference registration rates. You may join online at any time prior to registering for the Summit and be eligible for member registration rates.

STEP FOUR: Pre-Conference Institute Registration Fees

Wednesday, April 22, 2020
1:00 p.m. - 5:00 p.m.

Pre-Conference Institute (PCI):

- Current/New Member.....\$225
 Non-Member.....\$275

STEP FIVE: Conference Registration Fees April 23-25, 2020

Early-Bird Conference Registration:
(Register by February 3, 2020)

- Current/New Member.....\$505
 Non-Member.....\$675

Conference Registration:

(February 4 - March 27, 2020)

- Current/New Member.....\$575
 Non-Member.....\$745

On-Site Registration:

(after March 27, 2020)

- Current/New Member.....\$670
 Non-Member.....\$845

Single-Day Registration:

Prices include continental breakfast, lunch/brunch, refreshment breaks and events for that day.

Thursday, April 23, 2020

- Current/New Member.....\$290
 Non-Member.....\$380

Friday, April 24, 2020

- Current/New Member.....\$290
 Non-Member.....\$380

Saturday, April 25, 2020

- Current/New Member.....\$155
 Non-Member.....\$190

STEP SIX: Fun Run/Walk Registration

- Yes, I will participate.

I read and agree to the Fun Run/Walk waiver.

Fun Run T-shirt: \$20

Number of Shirts_____

- S M L XL XXL

NAGAP 2020 Graduate Enrollment Management Summit Registration Form (continued)

Name _____

STEP SEVEN: Guest(s) of Attendee Fees

Note: These items are already included for full registrations. Indicate the number of tickets needed for your guest(s).

Conference Meal Plan for Guest \$250 each
(Includes continental breakfast, lunch, and breaks on Thursday and Friday, and brunch on Saturday. Separate tickets must be purchased for the Wednesday Welcome Reception and Thursday night Off-Site Event for guests.)
of tickets _____

Guest Welcome Reception Tickets, Wednesday April 22.. \$45 each
of tickets _____

Guest Off-Site Event Tickets, Thursday, April 23..... \$115 each
of tickets _____

GUEST NAME(S) FOR NAME BADGE(S):

STEP EIGHT: Session Topics & Certificate Program

GEM Certificate: NAGAP is providing a GEM Certificate which attendees can earn after attending a series of sessions dedicated to topics across the GEM lifecycle. Sessions included in the GEM Certificate are noted on the session schedule (online) with a "**". Space is limited! For more information visit <https://nagap.org/conferencecertificate>.

Yes, I will participate in the 2020 GEM Certificate Program.

Session Topics: Review the schedule online and indicate the educational sessions you plan to attend below.:

THURSDAY, APRIL 23

11:00 a.m. – 12:00 p.m.

- 1A
- 1B
- 1C
- 1D
- 1E
- 1F
- 1G
- 1H

2:00 p.m. – 3:00 p.m.

- 2A
- 2B
- 2C
- 2D
- 2E
- 2F
- 2G
- 2H

3:45 p.m. – 4:45 p.m.

- 3A
- 3B
- 3C
- 3D
- 3E
- 3F
- 3G
- 3H

FRIDAY, APRIL 24

10:15 a.m. – 11:15 a.m.

- 4A
- 4B
- 4C
- 4D
- 4E
- 4F
- 4G
- 4H

12:45 p.m. - 1:45 p.m.

- 5A
- 5B
- 5C
- 5D
- 5E
- 5F
- 5G
- 5H

2:00 p.m. – 3:00 p.m.

- 6A
- 6B
- 6C
- 6D
- 6E
- 6F
- 6G
- 6H

FRIDAY, APRIL 24

3:45 p.m. – 4:45 p.m.

- 7A
- 7B
- 7C
- 7D
- 7E
- 7F
- 7G
- 7H

SATURDAY, APRIL 25

8:30 a.m. - 9:30 a.m.

- 8A
- 8B
- 8C
- 8D
- 8E
- 8F

9:45 a.m. - 10:45 a.m.

- 9A
- 9B
- 9C
- 9D
- 9E
- 9F

GRAND TOTAL DUE \$ _____
(Payment is due with the registration form.)

STEP NINE: RSVPs

I plan to attend the Off-Site Event on Thursday, April 23.

Yes No

I plan to attend the closing brunch and keynote presentation on Saturday, April 25.

Yes No

STEP TEN: Method of Payment

All funds MUST be submitted from a U.S. bank in U.S. funds. NAGAP does not accept purchase orders or invoice for services. Fees must be paid by check, money order, or credit card. NAGAP Tax ID #11-8362047.

Check made payable to NAGAP – check # _____

To pay by credit card, register on the NAGAP website.

STEP ELEVEN: Submit Your Registration

Registration Deadline: **March 27, 2020**

(Early Bird Registration due by February 3)

There are two ways to register:



ONLINE Visit our website at www.NAGAP.org and click on the "NAGAP Annual Conference" link.



BY MAIL Mail completed registration form with check to:
NAGAP Executive Office
P.O. Box 723248
Atlanta, GA 31139

Note: Registration forms with credit card information will NOT be accepted. **If paying by credit card, you must register online.**

After March 27, all registrations will be processed on-site. Please bring your registration form and payment with you to the conference. Registrations will not be taken over the phone. All payments must be received before the beginning of the Graduate Enrollment Management Summit. Registrations will not be processed until payment is received. NAGAP does not accept purchase orders and does not bill/invoice for services.

The conference registration fee includes all education sessions, Welcome Reception and Off-Site Event, daily refreshment breaks, two continental breakfasts, two lunches and Saturday brunch. The registration fee does not include hotel room charges or transportation costs. Single-day tickets include education sessions, continental breakfasts, lunches, refreshment breaks only, and events for that day.

Summit Cancellation Policy

Only written requests for refunds will be accepted. Please send your requests to the NAGAP Executive Office at info@NAGAP.org. NAGAP has no desire to retain fees paid by members unable to attend; however, hotel guarantees and other related expenses make the following refund schedule necessary. All refunds will be processed after the Graduate Enrollment Management Summit.

Summit Cancellation Schedule:

- Cancellations will be accepted until March 16, 2020. Refunds will be issued in the same manner as the payment was received, minus a \$100 processing fee.
- No refunds will be issued after March 16, 2020.

Substitution of registrants is allowed. Requests for substitutions must be submitted in writing to info@NAGAP.org.