



Virtual Professional Development Institute Frequently Asked Questions

Who should attend the Virtual Fall Institute?

The Virtual Fall Institute is designed for both incoming, as well as seasoned GEM professionals. A variety of topics and sessions for all levels will be offered. Professionals working in undergraduate, graduate, faculty, or related higher education environments have also found these conferences to be useful and appropriate.

What if I am not a NAGAP member?

You are welcome to join us! The fee for non-members will be \$200.

What should I do after I register?

Confirmations will be emailed to registrants within one week of receipt of registration. Once your registration is confirmed, details on access and other important information will be emailed soon after.

What technology will I need to participate in the Virtual PDI?

We will be utilizing Zoom for this event, so you will simply need Internet connection and desktop or tablet accessibility to Zoom, including access to your microphone and camera. You can enjoy the sessions from anywhere.

Attendees will be muted in the main sessions by default. Use the questions/chat functions in Zoom to interact with speakers and other attendees. For sessions with interactive components, you will be able to use your microphone to share questions or thoughts.

What if someone else is registering or paying on my behalf?

If that is the case, please ensure the name of the staff member attending is identified as you register.

Are there opportunities to connect with attendees before and after the Institute?

The Institute has a Facebook group, for registrants and past attendees to connect leading up to and after the event. We will share the Facebook group with registrants, and the attendee roster afterward with those who participate.

What if I need to cancel my registration?

There is no cancellation option as the sessions will be available after the event as well. Recordings of the sessions will be made available to participants who missed the live events.

What do I do on the day of the event?

There will be a new Zoom link for each date of the event. You will receive an invitation to the Zoom meeting/webinar prior to the event date/time. At the designated time each day, access the link to join the Zoom event.

How do I obtain assistance if needed on the day of?

Contact NAGAP at info@nagap.org or if you are on Zoom, ask a question through the chat. The session host will be monitoring the chat for general questions. We will also be checking the email box regularly for emails related to the Fall Institute.

Who do I contact for questions before the Institute?

Please reach out to Ariana Balayan, Attendee Liaison and Associate Director of Graduate Admission at Suffolk University. She can be reached at 617-573-8043 and Ariana.Balayan1@umassmed.edu.

For payment questions, please contact NAGAP, Account Coordinator, Brianna Wilson, at (913) 222-8655 or info@nagap.org.