

NATIONAL CONFERENCE ON EDUCATION 2018 REGISTRATION FORM

FEBRUARY 15-17, 2018 | NASHVILLE, TN

AASA Member ID #: _____

First Name _____ Last Name _____

Nickname (for badge) _____

Job Title _____

School District _____

Preferred Address _____

Address Line 2 _____

City _____ State _____ Zip _____

Preferred Email _____ Secondary Email _____

Office Phone _____ Fax _____

Twitter Handle _____

Gender: Male Female

If you would prefer your email address not be included on AASA registration lists that may be purchased by exhibiting and sponsoring companies, please check this box.

Type of registration (check one):

Individual Registration Team Registration (see team registration requirements at right)

How many AASA National Conferences on Education have you attended?

First Conference 2-5 6-10 More than 10

Do you have any special needs? Yes No

If yes, please specify: _____

Job category (check one):

<input type="checkbox"/> Superintendent	<input type="checkbox"/> Executive Director/ Director or Assistant Director	<input type="checkbox"/> Professor/Graduate Student
<input type="checkbox"/> Assistant Superintendent	<input type="checkbox"/> Other Cabinet Member	<input type="checkbox"/> Retired
<input type="checkbox"/> School Board Member	<input type="checkbox"/> Other _____	
<input type="checkbox"/> Curriculum Director	<input type="checkbox"/> Consultant	
<input type="checkbox"/> Principal or Assistant Principal	<input type="checkbox"/> Central Office Administrator	

Type of district (check one):

Rural/Small School Suburban Urban N/A

What is your district's total annual budget for education products?

Under \$499,999 \$1,000,000- More than \$5 million
 \$500,000-\$999,999 \$4,999,999 Uncertain

Primary decision to attend (check one):

Education Exhibits Location Networking Opportunities

How many years have you been in the field of education?

1-5 6-10 11-15 16-20 21+

COMPLETE REGISTRATION

FAX REGISTRATION TO:

AASA Registration
415-293-4070

MAIL REGISTRATION TO:

AASA Registration
101 Mission Street, Suite 200
San Francisco, CA 94105

QUESTIONS?

Call AASA Registration, 866-226-4939 or 415-268-2097 (9am - 9pm EST).
Registrations cannot be taken over the phone.

CONFERENCE REGISTRATION

EARLY
JULY 10-
OCT. 31

REGULAR
NOV. 1-
JAN. 16

LATE
AFTER
JAN. 16

STEP 1. ATTENDEE REGISTRATION FEES

Each paid individual or team registration fee includes admission to all conference sessions, the NCE Marketplace and coffee breaks.

<input type="checkbox"/> MEMBER – Attendee Member*	\$690	\$790	\$890
<input type="checkbox"/> NMBR – Nonmember Attendee	\$910	\$1,010	\$1,115
<input type="checkbox"/> PROF/ST – Professor Member/ Graduate Student*	\$390	\$490	\$590
<input type="checkbox"/> RETIRED – Retired Member*	\$390	\$490	\$590
<input type="checkbox"/> EMER – Emeritus Member*	C O M P L I M E N T A R Y		
<input type="checkbox"/> COMPREHEN – Comprehensive Registration**	\$1,115	\$1,215	\$1,315

* Membership status will be verified and the appropriate rate will be applied.

** Comprehensive Registration (CR) includes conference registration and all other AASA benefits and services. It excludes ticketed events and tours.

TEAM REGISTRATION

<input type="checkbox"/> TEAM – Team Registration	\$610 ea.	\$740 ea.	\$880 ea.
---	-----------	-----------	-----------

Credit card payments for team registrations must be processed online.
Visit www.aasa.org/nce.

For check and purchase order (P.O.) payments, you may use this form.

Minimum of 3 people are required from the same school district to be eligible for the team discount. At least 1 person must be a current Active Member. ALL forms MUST be submitted at the same time, NO EXCEPTIONS. Discount is not valid without school district and Member ID #.

School District: _____

ID # of AASA Member: _____

STEP 2. GUEST REGISTRATION

<input type="checkbox"/> SPOUSE – Spouse	\$80	\$80	\$80
--	------	------	------

First Name: _____

Last Name: _____

<input type="checkbox"/> CHILD – Children Under 18	C O M P L I M E N T A R Y		
--	---------------------------	--	--

First Name: _____

Last Name: _____

Spouse/guest registration includes admission to the general sessions, NCE Thought Leaders, coffee breaks and the NCE Marketplace. Spouse/guests are considered to be persons that are NOT AASA Members and those who do not work in the field of public education. If spouses/guests would like to participate in educational sessions, they need to be registered as regular attendees.

REGISTRATION CHANGES AND CANCELLATIONS

Cancellations in this section refer to the cancellation of the registration in its entirety.

- Cancellation requests received by Sunday, January 7, 2018, will receive a refund minus a \$100 cancellation fee.
- If paid by a P.O., the P.O. processing fee will not be refunded if the registration is cancelled.
- Cancellation requests received starting Monday, January 8, 2018, will not be refunded.
- Check refunds will be processed post-convention.
- Cancellations must be made in writing via fax to 415-293-4070, Attn: AASA Registration, or via email to hgottschalk@cmrus.com.

INCLEMENT WEATHER POLICY

AASA will not cancel a conference due to inclement weather. AASA will issue refunds to those registrants who notify us of their verifiable weather-related travel cancellation less a \$100 processing fee and a \$25 P.O. fee if registration was paid by P.O.

NATIONAL CONFERENCE ON EDUCATION 2018 REGISTRATION FORM

FEBRUARY 15-17, 2018 | NASHVILLE, TN

STEP 3. LOCAL TOURS

THURSDAY, FEBRUARY 15

<input type="checkbox"/>	T1 Ryman Auditorium & George Jones Museum 8:40 - 11:50am	\$96	_____ # of tickets
<input type="checkbox"/>	T2 Johnny Cash Museum & Patsy Cline Museum 9 - 11:40am	\$82	_____ # of tickets
<input type="checkbox"/>	T3 Belle Meade Plantation 9 - 11:45am	\$72	_____ # of tickets
<input type="checkbox"/>	T4 Country Music Hall of Fame 9:30 - 11:30am	\$82	_____ # of tickets

FRIDAY, FEBRUARY 16

<input type="checkbox"/>	T5 Grand Ole Opry Tour/Madame Tussaud's Museum 8:20am - 12pm	\$106	_____ # of tickets
<input type="checkbox"/>	T6 Fontanel Mansion Tour/Wine & Whiskey Tasting 9 - 11:35am	\$118	_____ # of tickets
<input type="checkbox"/>	T7 Nelson's Green Brier Distillery Tour/Tasting & Marathon Village Shopping 9am - 12pm	\$79	_____ # of tickets
<input type="checkbox"/>	T8 Arrington Vineyards Tour/Wine Tasting 9am - 12:15pm	\$98	_____ # of tickets

SATURDAY, FEBRUARY 17

<input type="checkbox"/>	T9 The Hermitage Tour - Home of Andrew Jackson 9:30am - 12pm	\$79	_____ # of tickets
<input type="checkbox"/>	T10 Carrnton Plantation and Carter House Tour 8:15am - 12pm	\$92	_____ # of tickets

STEP 4. TICKETED EVENTS

<input type="checkbox"/>	SSCON Special Contracts Session Thursday, February 15, 9 - 11am	\$75	_____ # of tickets
<input type="checkbox"/>	FEDLN Federal Relations Luncheon Thursday, February 15, 12 - 1:30pm	\$70	_____ # of tickets
<input type="checkbox"/>	MEMLN Effie H. Jones Memorial Luncheon Friday, February 16, 11:45am - 1:45pm	\$70	_____ # of tickets
<input type="checkbox"/>	PC1 AASA Pre-Conference Workshop Using a Profile of a Graduate to Become a 21st Century District Wednesday, February 14, 1 - 5pm	\$125/\$135/\$145	<input type="checkbox"/>

EMERGENCY CONTACT (REQUIRED)

Emergency Contact Name _____

Day Phone/Cell Phone _____

REGISTRATION INSTRUCTIONS

- Be sure to print or type your registration. Your name will appear on your badge exactly as you write it.
- Register your spouse/children in the space provided and note appropriate fees.
- Register for events and lunches and note appropriate fees. Photocopy the form to register additional attendees and keep a copy for your records.

3 WAYS TO REGISTER

1. Online - register online at www.aasa.org/nce and receive your confirmation right away by email. Note: Registrations with P.O. or check payments must be mailed or faxed. Use of the registration form will delay receipt of your National Conference on Education registration confirmation ID, required to access online housing.
2. Fax your registration to AASA Registration, 415-293-4070
3. Mail your registration to: AASA Registration
101 Mission Street, Suite 200
San Francisco, CA 94105

REGISTRATION CHANGES AND CANCELLATIONS

- Cancellations in this section refer to the cancellation of the registration in its entirety.
- Cancellation requests received by Sunday, January 7, 2018, will receive a refund minus a \$100 cancellation fee.
 - If paid by a P.O., the P.O. processing fee will not be refunded if the registration is cancelled.
 - Cancellation requests received starting Monday, January 8, 2018, will not be refunded.
 - Check refunds will be processed post-convention.
 - Cancellations must be made in writing via fax to 415-293-4070, Attn: AASA Registration, or via email to hgottschalk@cmrus.com.

IMPORTANT NOTE ABOUT HOUSING FOR 2018

Between July 10 and October 31, 2017, you do not need to be registered for the conference in order to secure your housing arrangements. However, please note that AASA reserves the right to cancel any hotel reservations for individuals who have not registered to attend the conference by October 31, 2017.

STEP 5. PAYMENT INFORMATION

1. Total Attendee Registration Fee(s)	\$ _____
2. Total Guest Registration Fee(s)	\$ _____
3. Total Local Tour Fee(s)	\$ _____
4. Total Ticketed Events Fee(s)	\$ _____
5. PURCHASE ORDER FEE * Add \$25 P.O. Processing Fee (if applicable)	\$ _____

*Purchase order, inclusive of the \$25 P.O. fee, must be attached to the registration to process your registration. All purchase order invoices must be paid within 30 days of receipt or cash/credit card payment will be required onsite. Partial payments will delay your registration. Purchase orders will not be accepted after January 7, 2018.

TOTAL REGISTRATION FEE

(add 1-5 above):
Full payment/P.O. must accompany your registration form. AASA reserves the right to charge the correct amount.

\$ _____

METHOD OF PAYMENT (check one):

- Check or money order # _____
Please make all checks payable to AASA.
- Purchase order # (must add \$25 for P.O. fee) _____
- Credit card: To pay with a credit card, you must register online.
Visit www.aasa.org/nce to register.

INCLEMENT WEATHER POLICY

AASA will not cancel a conference due to inclement weather. AASA will issue refunds to those registrants who notify us of their verifiable weather-related travel cancellation less a \$100 processing fee and a \$25 P.O. fee if registration was paid by P.O.

NATIONAL CONFERENCE ON EDUCATION 2018 REGISTRATION FORM

FEBRUARY 15-17, 2018 | NASHVILLE, TN

IMPORTANT NOTE ABOUT HOUSING FOR 2018

Between July 10 and October 31, 2017, you do not need to be registered for the conference in order to secure your housing arrangements. However, please note that AASA reserves the right to cancel any hotel reservations for individuals who have not registered to attend the conference by October 31, 2017.

QUESTIONS

If you have any questions regarding registration, call AASA Registration, 866-226-4939 or 415-268-2097 (9am – 9pm EST), or email AASAReg@cmrus.com. Registrations cannot be taken over the phone.

Forgot your AASA membership ID number or have questions about your membership status? Please contact AASA at 703-528-0700 for assistance.

REGISTRATION CATEGORIES

Comprehensive Registration

Comprehensive Registration (CR) includes conference registration and all other AASA benefits and services. It excludes ticketed events and tours.

Team Registration

This registration category provides a discount to districts that bring a team of three or more to the conference. This discount requires a minimum of three attendees from the same school district. At least one person must be a current Active Member.

To receive the team discount, all registrations and payments must be received at one time, whether registering online or via hard-copy form.

If registering online, be sure to select the option for "Online Team Registration."

If registering with hard-copy forms, AASA must receive a completed registration form for ALL team members. One member of the team MUST be an Active Member of AASA. Fax all forms to the number listed on the registration form.

Credit card payments for team registrations must be processed online. Visit www.aasa.org/nce.

For check and purchase order (P.O.) payments, you may use this form.

Professors/Graduate Student Registration

This registration fee is for AASA Members only. Nonmembers must first acquire AASA membership as college professors or aspiring school system leaders (graduate students), obtain an AASA Member ID number and then register for the conference. You can become a member online at www.aasa.org/member/index.cfm or call 703-875-0766.

TICKETED EVENTS

All registered attendees must purchase a ticket to attend any planned tours, the Dr. Effie H. Jones and Federal Relations Luncheons, the Professional Development Seminars, AASA Pre-Conference Workshops and the Special Superintendents Contracts Session.

Badges are required for entry into the General Sessions, NCE Thought Leaders Series, educational sessions and the NCE Marketplace. Please have your badge with you at all conference events.

LOCAL TOURS

Tour tickets are available on a first-come, first-served basis and will be picked up onsite when you check in at registration. If space is available, tickets may be purchased onsite. Tour refunds are given only for full conference cancellations that are requested before Jan. 7, 2018. Refunds will not be provided for cancellations of individual tickets.

PAYMENT INFORMATION

Full payment by check must accompany your registration (with the exception of a P.O.). Please make all checks payable to AASA. To pay by credit card, you must register online. Visit www.aasa.org/nce to register. There are no refunds after Jan. 8, 2018.

Only AASA Members in good standing will receive the published AASA Member rate. The Non-Member rate will be applied to registrations that do not include an AASA Member number. If you have any questions regarding your membership status, please contact AASA at 703-528-0700.

BALANCES DUE

Attendees who arrive onsite with a balance due will not be provided their badge or registration materials until they have paid in full.

Purchase Orders:

- Purchase orders may be used for pre-registration, but a full payment must be received by AASA for you to receive your registration materials.
- If AASA has not received full payment before you arrive onsite, you will be required to pay the balance due with a credit card in order to receive your registration materials.
- A \$25 processing fee applies to all purchase orders.
- Purchase orders will not be accepted after Jan. 7, 2018.
- Purchase orders will not be accepted onsite.

REGISTRATION CANCELLATION/ SUBSTITUTION POLICIES

Cancellations in this section refer to the cancellation of the registration in its entirety.

- Cancellation requests received by Jan. 7, 2018, will receive a refund minus a \$100 cancellation fee.
- If paid by a P.O., the P.O. processing fee will not be refunded if the registration is cancelled.
- Cancellation requests received starting Jan. 8, 2018, will not be refunded.
- Check refunds will be processed post-convention.
- Cancellations must be made in writing via fax to 415-293-4070, Attn: AASA Registration, or via email to hgottschalk@cmrus.com.
- Substitutions or name changes will be honored for those wishing to be replaced by another representative from their school district. Written requests for substitutions must be received by Jan. 7, 2018, and must contain a completed registration form for the substitute.

Substitutions must be sent by mail to:

AASA Registration

101 Mission Street, Suite 200

San Francisco, CA 94105

No substitutions will be accepted after Jan. 8, 2018.

INCLEMENT WEATHER POLICY

AASA will not cancel a conference due to inclement weather. AASA will issue refunds to those registrants who notify us of their verifiable weather-related travel cancellation less a \$100 processing fee and a \$25 P.O. fee if registration was paid by P.O.

CONFIRMATIONS AND REGISTRATION MATERIALS

You will receive a confirmation at the email that you provided either during online registration or on the hard-copy form you submitted for registration. Be sure to bring this form with you onsite. You will need it to receive your registration materials, including your name badge and tickets. No registration materials, including your badges and tickets, will be mailed prior to the conference.

If you do not receive a confirmation email within one week of registering, please call AASA Registration at 866-226-4939 or 415-268-2097. All balances must be paid before materials can be provided onsite.

SPECIAL REQUESTS

If you have a disability or dietary specifications that require special services, please mark the appropriate box on the registration form and attach a written description of your needs.