

NATIONAL CONFERENCE ON EDUCATION 2022

REGISTRATION FORM | February 17-19 • 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):

Superintendent Executive Director/Director or Assistant Professor/Graduate Student
 Assistant Superintendent Director Other Cabinet Member
 School Board Member Consultant Retired
 Curriculum Director Principal or Assistant Principal Other _____

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
639 Isbell Road, Suite 330
Reno, NV 89509

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 20-
OCT. 31

REGULAR
NOV. 1-
JAN. 15

LATE
AFTER
JAN. 15

STEP 1. ATTENDEE REGISTRATION FEES

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

<input type="checkbox"/> MEMBER – Attendee Member*	\$705	\$805	\$905
<input type="checkbox"/> NMBR – Nonmember Attendee	\$925	\$1,025	\$1,130
<input type="checkbox"/> PROF/ST – Professor Member/ Graduate Student*	\$405	\$505	\$605
<input type="checkbox"/> RETIRED – Retired Member*	\$405	\$505	\$605
<input type="checkbox"/> EMER – Life/Honorary/ Emeritus Member*	C O M P L I M E N T A R Y		
<input type="checkbox"/> COMPREHEN – Comprehensive Registration**	\$1,130	\$1,230	\$1,330

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

** Comprehensive Registration (CR) includes conference registration and one year of AASA membership, benefits and services. It excludes ticketed events.

TEAM REGISTRATION

<input type="checkbox"/> TEAM – Team Registration	\$625 ea.	\$755 ea.	\$895 ea.
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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. Please note: AASA will assess a \$25 processing fee for every PO. All PO must be paid in full before the attendee(s) may receive their badge and conference materials.

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	\$90	\$90	\$90
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First Name: _____

Last Name: _____

Spouse/guest registration includes admission to the general sessions, NCE Thought Leaders, coffee breaks and the NCE Exhibit Hall. Spouses/guests are considered to be persons who are NOT AASA Members and 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 Friday, December 17, 2021, 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 Saturday, December 18, 2021, 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 aasasupport@cmrus.com by December 17, 2021.

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.

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STEP 3. TICKETED EVENTS

<input type="checkbox"/>	SSCON Special Contracts Session Thursday, February 17, 9 - 11am	\$75	_____ # of tickets
<input type="checkbox"/>	FEDLN Federal Relations Luncheon Thursday, February 17, Noon - 1:30pm	\$70	_____ # of tickets
<input type="checkbox"/>	MEMLN Effie H. Jones Memorial Luncheon Friday, February 18, 12:30 - 2:30pm	\$70	_____ # of tickets
<input type="checkbox"/>	PRECN1 AASA Pre-Conference Workshop Advancing Your Equity Stance as a Central Office Leader Wednesday, February 16, 1 - 5pm	\$125/\$135/\$145	<input type="checkbox"/>
<input type="checkbox"/>	PRECN2 AASA Pre-Conference Workshop Building a High-Impact Board-Superintendent Strategic Governing Team Wednesday, February 16, 1 - 5pm	\$125/\$135/\$145	<input type="checkbox"/>
<input type="checkbox"/>	PRECN3 AASA Pre-Conference Workshop Your Roadmap to 21st Century Education Starts Here Wednesday, February 16, 1 - 5pm	\$125/\$135/\$145	<input type="checkbox"/>
<input type="checkbox"/>	Blessings in a Backpack Donation <i>Providing meals to students over weekends</i>	\$ _____	<input type="checkbox"/>

STEP 4. PAYMENT INFORMATION

1. Total Attendee Registration Fee(s)	\$ _____
2. Total Guest Registration Fee(s)	\$ _____
3. Total Ticketed Events Fee(s)	\$ _____
4. 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 on site. Partial payments will delay your registration. Purchase orders will not be accepted after January 7, 2022.

TOTAL REGISTRATION FEE

(add 1-4 above): Full payment/P.O. must accompany your registration form. AASA reserves the right to charge the correct amount.

\$ _____

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 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
639 Isbell Road, Suite 330
Reno, NV 89509

IMPORTANT NOTE ABOUT HOUSING FOR 2022

Between July 20 and October 31, 2021, 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, 2021.

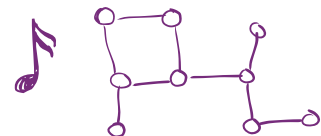
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METHOD OF PAYMENT (CHECK ONE):

- 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.

EMERGENCY CONTACT (REQUIRED)

Emergency Contact Name _____

Day Phone/Cell Phone _____

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QUESTIONS

If you have any questions regarding registration, call AASA Registration, 866-226-4939 or 415-268-2097 (9am - 9pm EST), or email aasasupport@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 one-year membership to AASA with all other AASA benefits and services. It excludes ticketed events.

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.

PROFESSOR/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 <https://my.aasa.org/AASA/MyAASA/Join-AASA.aspx> or call 703-875-0766.

TICKETED EVENTS

All registered attendees must purchase a ticket to attend 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 Exhibit Hall. Please have your badge with you at all conference events.

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 December 17, 2021.

Only AASA Members in good standing will receive the published AASA Member rate. The Nonmember 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 on site with a balance due will not be provided their 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 on site, 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 on site.

REGISTRATION CANCELLATION/ SUBSTITUTION POLICIES

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

- Cancellation requests received by December 17, 2021, will receive a refund minus a \$100 cancellation fee.
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- Cancellation requests received starting December 18, 2021, 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 aasasupport@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 December 17, 2021, and must contain a completed registration form for the substitute.

SUBSTITUTIONS MUST BE SENT BY MAIL TO:

AASA Registration
639 Isbell Road, Suite 330
Reno, NV 89509

No substitutions will be accepted after December 17, 2021.

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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 on site. 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 on site.

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.

