Saturday, November 3 –
Sunday, November 4, 2012

Hilton Orlando Bonnet Creek Hotel

AACRAO SEM
Executive Symposium

Fax to: 301-694-5124
Mail to: ES @ AACRAO SEM Conference
PO Box 714003
Columbus, OH 43271-4003
Questions: 866-229-3691 or 301-694-5243
Email: AACRAOSEM@experient-inc.com

Key Code: _____

Please print clearly.

First Name _____ Last Name _____ Badge Name _____

Title _____ E-mail _____

Institution/Company_____ Telephone_____

Address_____ Fax_____

City_____ State/Province_____ ZIP/Postal Code_____ Country_____

Emergency Contact Name _____ Phone _____ Alternate Phone _____

Registration Fees:

Registration Category (Please indicate with an X)	**By Oct 5**	**After Oct 5**	**On Site**
MEMBER Executive Forum Only	**[ ] $575**	**[ ] $625**	**[ ] $700**
NONMEMBER Executive Forum Only	**[ ] $675**	**[ ] $725**	**[ ] $800**
MEMBER Executive Forum and SEM Conference (requires separate SEM registration form and additional fee)	**[ ] $505**	**[ ] $555**	**[ ] $630**
NONMEMBER Executive Forum and SEM Conference (requires separate SEM registration form and additional fee)	**[ ] $605**	**[ ] $655**	**[ ] $730**
Executive Forum Presenter	**[ ] Complimentary**		

This form must be accompanied with payment for registration fees.

Payment Information *(Please check one):* Federal Tax ID: 52-2274900

[ ] Check: #_____ [ ] VISA [ ] MasterCard [ ] American Express

Cardholder's Name:_____

Credit Card Number:_____ Exp. Date _____

Total Registration Fee $_____

Registration deadline: Friday, October 19, 2012
Questions?

- Registration: Call (301) 694-5243 or email **AACRAOSEM@experient-inc.com**.
- Program: Contact Janet Szamosszegi at (202) 293-9161, ext. 6806 or janets@aacrao.org

Substitutions, Cancellations, and Refunds
Substitutions and cancellations must be made in writing. Fax to (301) 694-5124. Substitutions may be made without penalty.

Deadlines for refund of conference and workshop registration fees:
By October 5 -- $50 processing fee
From October 6 - 12 -- $150 processing fee
After October 12 -- No refund

No shows will not receive refunds of any fees paid.

If the meeting is canceled, registrants will be notified in advance. AACRAO is not responsible for any charges or cancellation fees assessed by airlines, hotels, or travel agents. These terms and conditions will apply even if they are not printed on the registration form itself.

Confirmations
Confirmations will be e-mailed to registrants within one week of receipt. If an e-mail address is not provided or is invalid, you will receive a confirmation via fax or regular mail within 5-7 business days.

Office Use Only
Date Received _____ Check # _____ Check Total _____
Sheet Total _____ Date Entered _____ Entered by _____

Special Interests (check all that apply)
[ ] First Timer [ ] Presenter
[ ] Exhibitor [ ] Sponsor

Organization Type (check only one)
[ ] Educational Institution
[ ] Non-Profit Organization
[ ] Government Agency
[ ] Corporation/Consultant

Institution Type (check only one)
[ ] 4-Year Public [ ] 4-Year Private [ ] 2-Year
[ ] Graduate or Professional [ ] International
[ ] For Profit [ ] Other _____

FTE Enrollment (check only one)
[ ] Under 1,000 [ ] 1,000-2,499
[ ] 2,500-4,999 [ ] 5,000-9,999
[ ] 10,000-19,999 [ ] 20,000 + [ ] N/A

Carnegie Classification (check only one)
[ ] Doctoral/Research University
[ ] Baccalaureate/Associate's College
[ ] Master's College & University
[ ] Associate's College
[ ] Baccalaureate College-Liberal Arts
[ ] Specialized Institution
[ ] Baccalaureate College-General
[ ] Tribal College and University [ ] N/A

Area of Responsibility (check all that apply)
[ ] Enrollment Management [ ] Admissions
[ ] Records/Registration [ ] Financial Aid
[ ] Academic Advising [ ] Student Affairs
[ ] International Admissions [ ] Computer/IS
[ ] Institutional Research
[ ] Other _____

Title (check only one)
[ ] President/Chancellor
[ ] Provost/Chief Academic Officer
[ ] Vice President
[ ] Associate/Assistant Provost
[ ] Assoc/Assist Vice President/Chancellor
[ ] Director/Registrar
[ ] Associate/Assistant Director
[ ] Other _____

Meeting Attendance
Attended SEM in '11? [ ] Yes [ ] No
# of SEM Conferences attended _____
Attended Annual Meeting in '12? [ ] Yes [ ] No
# of Annual Meetings attended _____
Attended Tech Conf in '12? [ ] Yes [ ] No
# of Tech Conferences attended _____
Attended Transfer in '12? [ ] Yes [ ] No
# of Transfer Conferences attended _____

Special Meal Request
[ ] Vegetarian [ ] Vegan
[ ] Food Allergy _____

Special Service
[ ] Attach a description of requirements if you have special needs.