

THIS REGISTRATION FORM IS FOR PAY BY CHECK OR PO ONLY.
PAYMENTS BY CHECK OR PO INCLUDE A \$55 PROCESSING FEE.

CREDIT CARD ORDERS SHOULD BE PLACED ONLINE AT <https://www.airweb.org/forum/2019/Register>



2019 AIR Forum Regular Registration* Form

May 28 – May 31, 2019

Colorado Convention Center | Denver, CO

AIR's annual conference, the AIR Forum, is the world's largest gathering of higher education professionals working in institutional research, assessment, planning, and related postsecondary education fields.

***2019 Forum regular registration closes on May 3, 2019.**

Attendee Information

First Name:

Last Name:

Informal Name (as it will appear on name badge):

Title:

Institution/Organization:

Mailing Address:

City:

State/Province:

Country:

Zip/Postal Code:

Phone:

Email:

Is this your first time attending the AIR Forum?

Yes

No

Emergency Contact

In the event of an emergency, AIR will contact the person you indicate below:

Full Name:

Relationship:

Phone:

2019 AIR Forum Regular Registration Pricing

AIR membership *is not required to attend*. Current AIR members (2018-2019) receive a discount on Forum registration.

Select Only One Forum Registration Type	Member Price	Non-Member Price	Amount Due
Professional	\$575	\$775	
Graduate Student	\$270	\$345	
Retired	\$270	\$345	
Emeritus/Distinguished Honorees	Waived	N/A	Waived
FORUM REGISTRATION SUBTOTAL			

AIR Membership (not required to attend Forum)

If you are not a current member and wish to receive member discount pricing, select a 2018-2019 Membership below. Additionally, you may purchase your 2019-2020 membership now and *save \$10*.

AIR Membership Types	2018-2019 Membership Qualifies you for Forum member discount pricing	2019-2020 Membership	Amount Due
Professional Membership Includes full rights and benefits for the membership year selected.	\$75 (Half-year discount)	\$150 (Regularly \$160)	
Graduate Student To be eligible for graduate student membership, you must be actively pursuing a graduate degree and <i>not</i> be employed full time. I am actively pursuing a graduate degree. I am not employed full time. My faculty advisor is: Email:	\$22.50	\$45	
Retired Membership To be eligible for retired membership, you must have formally terminated your regular professional employment through retirement, but have not yet reached Emeritus status (15 cumulative years with AIR).	\$22.50	\$45	
MEMBERSHIP SUBTOTAL			

Transferring AIR Membership

Employer-paid memberships may be reassigned to a replacement employee if a position vacancy occurs (please notify AIR). Professional memberships are transferable only if purchased by an individual. Please select one:

I am paying for my membership

My organization is paying for my membership

Total Amount Due

The total amount due includes a \$55 check processing fee.

MEMBERSHIP AND FORUM REGISTRATION TOTAL	
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Payment Information

Please email your completed form to AccountsReceivable@airweb.org.

Select One: Check Purchase Order #

After your registration form has been processed, you can view and print your invoice by logging into your AIR account.

AIR Remittance Address Information

Association for Institutional Research
Department #177
PO Box 850001
Orlando, FL 32885-0177

Federal Employer ID: 36 614997

Cancellation Policy

AIR membership cannot be cancelled once it is ordered. Forum Registration cancellations must be submitted by Monday, April 29, 2019. All cancellations must be submitted to AccountsReceivable@airweb.org.

Agreements

Code of Conduct

By registering for the 2019 AIR Forum you agree that attendees must behave responsibly at all events. Threatening physical or verbal actions; disorderly or disruptive conduct; and harassment, sexual or otherwise, will not be tolerated. Such behavior may result in removal from the meeting, denial of access to meeting facilities, and other penalties. Conference fees will not be refunded if one is removed from the conference as a result of violation of this code.

Attendee Mailing List

By registering for the 2019 AIR Forum you agree to be included on the attendee list (unless you select to opt OUT below) containing name, institution, job title, and physical mailing address to be shared with the AIR Forum sponsors immediately prior to, and after the event.

I elect to opt out from inclusion on the attendee list

Sponsor Communications

Emails from Select Sponsors

Yes! I want to receive emails directly from our Diamond (2) and Platinum (6) sponsors about the latest advancements in technology, techniques, and services that support institutional research.

Dietary Preferences

Two meals are served at the 2019 AIR Forum, which are included with your Forum registration, a breakfast on Wednesday, May 29 and a brunch on Friday, May 31. Please select the meals you plan to attend:

Breakfast, Wednesday May 29

Brunch, Friday, May 31

Below are the dietary preferences that we can accommodate. Please select all that apply.

Halal	Kosher	Gluten-Free	Vegan	Vegetarian
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