



2020 AIR Pre/Post Conference Registration Form

May 25 – 29, 2020

Hyatt Regency | New Orleans

FOR FULL FUNCTIONALITY, PLEASE OPEN IN ADOBE ACROBAT

THIS REGISTRATION FORM IS FOR PAY BY CHECK ONLY. PAYMENTS BY CHECK INCLUDE A \$35 PROCESSING FEE.

CREDIT CARD ORDERS SHOULD BE PLACED ONLINE AT <https://www.airweb.org/forum/2020/Register>

Attendee Information

First Name:

Last Name:

Informal Name (if different than first name):

Title:

Institution/Organization:

Mailing Address:

City:

State/Province:

Country:

Zip/Postal Code:

Phone:

Email:

Emergency Contact

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

Full Name:

Relationship:

Phone:

AIR Membership (not required to attend workshops)

If you are not a current member and wish to receive member discount pricing, select a 12-month membership below. Already a member? Consider renewing your membership now to extend your benefits 12 months from your upcoming renewal date. One less thing to worry about!

AIR Membership Types	12-Month Membership	Amount Due
Professional Membership Includes full rights and benefits of membership.	\$160	
Graduate Student To be eligible for graduate student membership, you must be actively pursuing a graduate degree and not be employed full time. <ul style="list-style-type: none"> I am actively pursuing a graduate degree. I am not employed full time. My faculty advisor is: Email:	\$50	
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

Pre/Post-Conference Workshops

	Member Price	Non-Member Price	Amount Due
Multi-Day Workshops (Monday 8 a.m. – 4 p.m. to Tuesday 8 a.m. – 11:30 a.m.)			
Directing Your Office Today and Into the Future	\$550	\$650	
The Art and Science of Data Visualization: A Power BI Bootcamp	\$550	\$650	
The Art and Science of Data Visualization: A SAS Bootcamp	\$550	\$650	
The Art and Science of Data Visualization: A Tableau Bootcamp	\$550	\$650	
Monday Full-day Workshops (8 a.m. – 4 p.m.)			
Beyond Compliance: How to Use IPEDS Data to Examine Student and Institutional Success	\$25	\$25	
Data Governance: Moving Beyond Talking to Action	\$300	\$350	
Improving Equity, Inclusion, and Socially Just Assessment Practices	\$300	\$350	
New Keyholder Workshop	\$25	\$25	
The How-To of Student Outcomes Assessment	\$300	\$350	
Tuesday Full-day Workshops (8 a.m. – 4 p.m.)			
Advanced Data Mining with R Demo	\$300	\$350	
Engaging Equity, Diversity, and Inclusion in IR & IE	\$300	\$350	
Tuesday Morning Half-day (8 a.m. – 11:30 a.m.)			
I Have a New Job in Institutional Research...Now What?	\$150	\$175	
Introduction to SPSS Syntax	\$150	\$175	
IPEDS Data and Benchmarking: Supporting Decision Making and Institutional Effectiveness	\$25	\$25	
IPEDS Student Financial Aid Training	\$25	\$25	
The Art and Science of Enrollment Forecasting	\$150	\$175	
The How-To of Focus Group Facilitation and Interpretation	\$150	\$175	
Help! My college is doing Guided Pathways	\$150	\$175	

Tuesday Afternoon Half-day (12:30 p.m. – 4 p.m.)			
Enrollment Forecasting and Modeling in Tableau	\$150	\$175	
SPSS Syntax for Intermediate Users	\$150	\$175	
The Tools of Data Science - Using R with Institutional Data	\$150	\$175	
Friday Half-day (12:30 p.m. – 4 p.m.)			
Enrollment Forecasting and Modeling in Tableau	\$150	\$175	
Designing a Data Audit Using a Visual Roadmap	\$150	\$175	
WORKSHOPS SUBTOTAL			

Total Amount Due (includes \$35 processing fee)

MEMBERSHIP AND WORKSHOPS REGISTRATION TOTAL			
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Payment Information:

Finance Policy: Email completed forms to AccountsReceivable@airweb.org. All orders must be submitted to this email address or they will **not** be processed. After processing, you will receive an invoice via email. Invoices may also be accessed through your My AIR profile. Orders not placed online (requiring staff assistance) are assessed a \$35 administrative fee per check payment. If purchasing for more than one person, submit all orders in the same email to avoid multiple fees. Mail all checks to the address. Membership is non-refundable once the order is processed.

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 6149972

Cancellation Policy

In order to receive a refund, all cancellations must be submitted to AccountsReceivable@airweb.org with the subject line "Workshop Cancellation/Change Request" by **Monday, April 27, 2020**. Cancellations received after the deadline will not be eligible for refund or forgiveness of amount due.

There is a \$35 administration fee to cancel or change pre-conference sessions.

Accommodation Request

If you require accommodations to fully participate, please indicate here. You will be contacted by someone from our staff to discuss your specific needs.

Accommodation Request:

Yes

No

An assistant will be accompanying me:

Yes

No

A service animal will be accompanying me:

Yes

No

Agreements

I acknowledge that by registering for the 2020 AIR Forum, I agree to the [AIR Forum Terms and Conditions](#).

You must agree in order to attend

I agree to the AIR Forum Terms and Conditions
