

**Registration Form**  
**Group on Student Affairs**  
**Professional Development Conference for**  
**Medical School Student Admissions Officers and**  
**Records Administrators**  
**June 25 – 28, 2009**  
**Harbor Beach Marriott Resort and Spa – Ft. Lauderdale, FL**



**Note:** your contact information as you list it below will be printed and distributed to meeting attendees only.

I am providing new contact information. Please update my AAMC record.

**Registrant: (please type or print all information)** (Confirmation will be sent within 10 business days.)

Name: \_\_\_\_\_ Degree(s): \_\_\_\_\_

Name (as you wish it to appear on badge): \_\_\_\_\_

Title: \_\_\_\_\_

Institution: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail address: \_\_\_\_\_ Assistant's e-mail: \_\_\_\_\_

Spouse/Guest: (only if registering) \_\_\_\_\_

Do you or does anyone attending with you require special accommodations, services or have any dietary restrictions? (i.e., vegetarian, shellfish allergies, kosher, etc.): \_\_\_\_\_

**Emergency contact information:**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone: \_\_\_\_\_ Alternate phone: \_\_\_\_\_

**Fees: Payment must accompany this form to process registration. Individuals must be registered to attend.**

Online Member Registration:	\$585.00	
(To obtain this fee, you must <a href="#">register online</a> )		
Member Registration by Mail or Fax:	\$635.00	\$ _____
Non-Member Registration:	\$685.00	\$ _____
Optional Spouse/Guest Fee:	\$65.00 x _____	\$ _____
Total:		\$ _____

Check enclosed  
*If you are submitting a purchase order, it must be sent with this form. Registrations received with a PO will be accepted as a placeholder only. Actual payment must be received by Monday, June 8, 2009. If payment is not received by this date, your registration will be cancelled. To ensure proper placement of funds, please have checks sent to the attention of the Registrar listed below.*

MasterCard      Visa      American Express

Amount: \_\_\_\_\_

#: \_\_\_\_\_

Expiration date: \_\_\_\_\_

Signature: \_\_\_\_\_

Name as it appears on card: \_\_\_\_\_

*Please see program announcement for details about the registration fee and cancellation policy. Credit card transactions are subject to approval. Make checks payable to AAMC. Fed. Tax Id. No. 36-2169124*

*Payments from outside the United States must be made payable in U.S. funds through a U.S. bank.*

**Send to:**

Carlos E. La Torre, Meeting Registrar  
 Association of American Medical Colleges  
 2450 N Street, N.W., Washington, D.C. 20037-1126  
 T: 202-828-0502 F: 202-862-6160  
 E: [clatorre@aamc.org](mailto:clatorre@aamc.org)

**For AAMC office use only:**

Ck1#	Ck1 Amt:	I/P
Ck2#	Ck2 Amt:	I/P
PO#		
AMT/RFND/DTE ISS		

**Please submit both pages together to register**

# Registration Form Part II

## Group on Student Affairs Professional Development Conference for Medical School Student Admissions Officers and Records Administrators



June 25 – 28, 2009

Harbor Beach Marriot Resort and Spa – Ft. Lauderdale, FL

Name: \_\_\_\_\_

I am a/an:

(Choose one)

Admissions Officer

Records Administrator

Both

**For our planning purposes, please indicate whether you plan to attend the following:**

Do you plan to participate in the team-building activity on Thursday, June 25, 5:00 – 5:45 pm?  Yes  No

Will you attend the Opening Reception on Thursday, June 25, 6:00 – 7:00 pm?  Yes  No

Will you attend the joint lunch on Saturday, June 27, Noon – 1:30 pm?  Yes  No (*New Admissions Officers lunch below*)

***New Admissions Officers (2 years or less) lunch:***

Will you attend the New Admissions Officers (2 years or less) lunch on Saturday, June 27, Noon - 1:30 pm?      Yes      No

### **CONCURRENT SESSIONS FOR ADMISSIONS OFFICERS ONLY:**

***Friday, June 26, 2009 – 11:45 am – 12:30 pm***

- MCAT 101 – Target audience: New Admissions Officers
- MCAT 201 – Target audience: Experienced Admissions Officers

***Saturday, June 27, 2009 – 3:30 – 5:15 pm***

- External Influences in the Admissions Process
- Letters that Count: Models for Effective LOE

***Saturday, June 27, 2009 – 4:30 – 5:15 pm***

**(Sessions Repeated)**

- External Influences in the Admissions Process
- Letters that Count: Models for Effective LOE

***Consent to Use of Photographic Images:***

*Registration and attendance at, or participation in, AAMC meetings and other activities constitutes an agreement by the registrant to AAMC's use and distribution (both now and in the future) of the registrant or attendee's image or voice in photographs, videotapes, electronic reproductions and audiotapes of such events and activities.*