UNI RA CONFERENCE 2019

Registration Guide

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CONERENCE 2019

University of Northern Iowa
Welcome

We here at the University of Northern Iowa want to make sure that registration is as easy as possible. We hope that this guide will provide you with everything you need to register your delegation.

Delegate Cap

Our cap for the conference is 13 on campus delegates and up to 2 advisors. You are more than welcome to add alternates for your delegation. Alternates are those people that would REPLACE a delegate from your delegation. They are not additional delegates you would like to register for conference. If we allow additional delegates, our Registration Chairperson will be in contact with each delegation with more information.
Payment Information

The conference fee for on-campus delegates is $105.00 and $85.00 for off-campus advisors or delegates. Information on how to submit payment will be sent out after we process your registration.

Delegation Registration Form

The registration form can be completed via the following link Register Your Delegation. This form should be submitted by an advisor or institution representative. Please ensure the information entered is accurate for each delegate and advisor.
Individual Waiver Form

In addition to submitting the Delegation Registration Form online, please make sure to have each of your delegates (including advisors) complete the Individual Waiver Form. This form can be found on the website. Completed forms can be scanned and emailed as a group attachment (all of one delegations together) to raconference@uni.edu with subject line, School Name, and Individual Waiver Forms or you can hold on to them and turn them in during check-in come January. Every person must have one signed form to turn in.
Accommodations

Our standard housing accommodation includes either a lounge or rooms with community bathrooms on the floor. If you need anything beyond this, please list in the delegation registration form. Examples may include a room to yourself or a private bathroom.

Important Dates

September 7: Registration Opens
December 7: Registration Closes
January 4:
    Payments Are Due
    Deadline for Refunds
Delegate Swap Deadline
January 25-27: Conference
Questions?

For further registration questions or to make changes, please contact Steven Sajkich, Registration Chairperson at (319) 273-7894 or raconference@uni.edu.

Thank you for registering for the 29th Annual RA Conference at UNI!