

**SERA 2019 REGISTRATION BY CHECK FORM**

**May 29-31, 2019, Honolulu, Hawaii**

Please enter the original paper submission number (when you submitted your paper to EasyChair) Title and the number of pages of each paper you are registering for:

Paper # \_\_\_\_\_ Title \_\_\_\_\_ Number of Pages \_\_\_\_\_  
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(Given Name) \_\_\_\_\_ (Family Name) \_\_\_\_\_  
First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Last Name: \_\_\_\_\_  
Faculty Researcher Student Other \_\_\_\_\_ Title (Dr/Prof/Mr/Mrs/Ms): \_\_\_\_\_

University/organization: \_\_\_\_\_

Department/street address: \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_

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Highest Degree Earned: \_\_\_\_\_

University attended: \_\_\_\_\_

Year Graduated: \_\_\_\_\_

A/V equipment needed for your presentation:  
Computer and Data Projector Provided \_\_\_\_\_

Please indicate if you have any special dietary requirements: \_\_\_\_\_

**REGISTRATION FEES ARE NON-REFUNDABLE.**

If you have any registration questions, please contact us.

E-mail: [acis@acisinternational.org](mailto:acis@acisinternational.org)

### SERA 2019 REGISTRATION FEE SCHEDULE

	REGISTRATION FEES	On or before April 30, 2019		After April 30, 2019	
<b>Presenters and Attendees</b> Includes Proceedings, Meals and Social Functions.	Registration Fee for ACIS Member	\$ 550.00	\$	\$650.00	\$
	Non-Member Participant	\$ 675.00	\$	\$775.00	\$
	Rate for 2 <sup>nd</sup> , 3 <sup>rd</sup> Paper (each)	\$ 400.00	\$	\$500.00	\$
<b>Student Attendees (No Paper to Publish)</b> Includes Proceeding, Meals, and Social Functions.	ACIS Member	\$ 350.00	\$	\$450.00	\$
	Non-Member Participant	\$ 425.00	\$	\$520.00	\$
<b>Options</b>	Extra page fee (per page)*	\$ 100.00	\$	\$ 100.00	\$
	Additional Proceedings	\$ 100.00	\$	\$100.00	\$
	Additional Ticket: Lunch	\$50.00	\$	\$50.00	\$
	Additional Ticket: Dinner	\$80.00	\$	\$80.00	\$
	Become an ACIS Member	\$80.00	\$	\$80.00	\$
	Become an ACIS Student Member	\$40.00	\$	\$40.00	\$
	Springer Book (if your paper was published in Springer and you would like a hard copy. There is no charge for the book but there is a \$25 shipping charge)	\$25.00	\$		
<b>On-Site Registration</b>	On-Site Registration			\$775	\$
		<b>TOTAL:</b>	\$	<b>TOTAL:</b>	\$

**\*Six pages per paper are included in the registration fee. Additionally, two more pages may be purchased for 100 USD each giving a total of eight pages maximum for each paper.**

## PAYMENT OPTIONS

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- Domestic authors living in US and Canada (can send checks and registration form via postal mail)
- International Authors (Living Outside of the US and Canada)

### To pay with a Check:

- 1) Go to a large bank in your city.
- 2) Purchase a bank check that can be cashed in the United States. Example – The Bank of China (or another bank) has a branch office in the United States. Make sure the check you purchased in China indicates the Bank Name and City of the branch office located in the United States. Mail your check to ACIS Headquarters: ACIS Headquarters, 735 Meadowbrook Drive, Mt. Pleasant, MI 48858
- 3) Make checks payable to ACIS.
- 4) Email a copy of the check to ACIS Headquarters ([acis@acisinternational.org](mailto:acis@acisinternational.org)).
- 5) Email a copy of the registration form to ACIS Headquarters with the submission paper number of it.
- 6) Email ACIS Headquarters to let us know that a check has been sent.

**\* WHEN PAYING WITH A CHECK, IT IS REQUIRED THAT YOU INDICATE YOUR ORIGINAL PAPER SUBMISSION NUMBER ON THE MEMO LINE OR ELSEWHERE ON THE CHECK (so we can give you credit for registering).**

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Please complete this form and email it to ACIS Headquarters at [acis@acisinternational.org](mailto:acis@acisinternational.org)

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