

## Final Conference Registration Report

31 October 2011

130 Registrants

### By Registration type

25 Daily Rate

Thursday – 10; Friday - 11; Saturday – 2; Wednesday -- 2

12 Graduate Students; 12 University Faculty

44 Full-time Graduate Student

28 @ Early Bird price; 16 @ Full price

61 Full-time Professor/Practitioner

49 @ Early Bird price; 12 @ Full price

Additionally seven high school students and two chaperones attended. Registration fee was equivalent to meal costs.

One person purchased a journal subscription separately.

### By years of attendance x professional category

	First time	1 – 2 years	3 – 5 years	5 years
Graduate Student, Full-time	27	14	5	
Graduate Student, Part-time	5	2		
P-12 Practitioner	4	3	1	
University Faculty	20	12	11	24
Other	2			
Total	58	31	17	24

### *Notes for next year*

~ Early registration deadline should be determined by the need to turn in the book order and the need for final count to the hotel

~ Survey Monkey is not bad, but still a lot of work to get the info into a format that is usable for us. We should decide on new registration process by March 2012

~ We should have a plan for how to deal with requests for roommate assistance if we are going to offer it.

~ The refund language should be included as part of their confirmation “print-out” or receipt, which the system this year did not generate automatically. We need a system that does.

~ Registration form should only ask for mentors as mentees are determined by another system.

~ Be sure language on subscription when choosing payment option makes it clear that journal comes with registration fee

Respectfully submitted,  
Jim Kilbane