



OCTOBER 19 - 23  
HILTON SAN FRANCISCO

**Society of Research Administrators International**  
Pre-Conference Workshops: October 19 & 20

Prefix \_\_\_\_\_ First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Badge Name \_\_\_\_\_ Job Title \_\_\_\_\_

Company/Institution \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

Phone Number \_\_\_\_\_ E-mail \_\_\_\_\_

Special Access or Dietary Needs \_\_\_\_\_

Is this your first SRA International meeting?  Yes  No  
 Would you like your email to appear on the online Participant List and be provided to exhibitors?  Yes  No

**MEMBERSHIP**

Become a full member now and take advantage of the SRA International full member rate. SRA International full members receive the SRA Catalyst, eBlasts, Journal of Research Administration, full access to online professional resources via the SRA International Web site, full voting rights and discounted rates for SRA International's educational opportunities and the Career Center.

**New Full Membership**  \$205 (\$175 + \$30 processing fee)  
**Full Membership Renewal**  \$175

Full meeting registration includes Monday Opening Reception. Lunch on Monday and Tuesday in the Exhibit Hall. Concurrent sessions on Monday, Tuesday and Wednesday and Exhibit Hall access. Saturday and Sunday workshops are an additional fee.

**FULL MEMBER RATE**

	<b>Early Bird deadline September 5</b>	<b>Pre-Registration September 6-October 3</b>	<b>Onsite after October 3</b>
Retiree Full Meeting Registration	<input type="checkbox"/> \$450	<input type="checkbox"/> \$525	<input type="checkbox"/> \$575
Full Meeting Registration	<input type="checkbox"/> \$850	<input type="checkbox"/> \$945	<input type="checkbox"/> \$995
Senior Executive Institute	<input type="checkbox"/> \$795	<input type="checkbox"/> \$895	

**NONMEMBER RATES**

	<b>Early Bird deadline September 5</b>	<b>Pre-Registration September 6-October 3</b>	<b>Onsite after October 3</b>
Full Meeting Registration*	<input type="checkbox"/> \$1055	<input type="checkbox"/> \$1150	<input type="checkbox"/> \$1200
Senior Executive Institute	<input type="checkbox"/> \$925	<input type="checkbox"/> \$975	

**GUEST TICKETS** For attendee accompanying guests. Opening Reception is included in the Full Meeting Registration.

	<b>Pre-Registration October 3</b>	<b>Onsite after October 3</b>
Monday Evening Opening Reception – Adult	<input type="checkbox"/> \$80	<input type="checkbox"/> \$95
Monday Evening Opening Reception – Child	<input type="checkbox"/> \$35	<input type="checkbox"/> \$45

Name \_\_\_\_\_

**PRE CONFERENCE WORKSHOPS (OPTIONAL)**

The workshops held on Saturday and Sunday are not included in the registration rate. Lunch is included for a full day or two half day workshops on the same day. The workshops fee does not include participation in any other activities such as social functions and concurrent sessions, which require full registration. You need to be an SRA International full member to attend a workshop.

**Half day workshop fee** \$190 per workshop before Oct. 3  
\$215 per workshop after Oct. 3

**Full day workshop fee** \$380 per workshop before Oct. 3  
\$430 per workshop after Oct. 3

**SATURDAY, OCTOBER 19****Full Day: 9:00 AM – 5:00PM**

- WS1: Fundamentals of Research Administration and Management
- WS2: Leading Wholesale Change and Surviving to Achieve Success
- WS3: Everything You Need to Know about Research Financial Compliance
- WS4: Understanding the FAR
- WS5: CFRA Body of Knowledge Review

**Half Day: 9:00 AM – 12:30 PM**

- WS6: Strategic Networking is Key to Success as a Leader in Research Administration
- WS7: Managing Core Facilities
- WS8: Negotiating Clinical Trial Agreements with Industry

**Half Day: 1:30 PM – 5:00 PM**

- WS9: Trailblazing Teambuilding: Techniques for Creating a Purpose Driven Leadership Team
- WS11: Clinical Research? Where Do I Begin? A Complete Guide to Facilitating a Clinical Trial

**SUNDAY, OCTOBER 20****Full Day: 9:00 am – 5:00 PM**

- WS12: A Guide to Clinical Trials Administration
- WS13: It's About the Money
- WS14: Introduction to Research Law
- WS15: NIH Fundamentals

**Half Day: 9:00 AM – 12:30 PM**

- WS16: Developing Emotional Intelligence in the Workplace
- WS17: Proposal Development Workshop
- WS18: Designing a Training Program for Your Institution: Techniques, Tools, and Tricks
- WS19: Fostering a Compliance Mindset – Building Internal Controls

~~□ WS20: What You Must Know for Your Multi-Country, Multi-Sites Research Award: From Due Diligence to Close-Out!~~

- WS21: Kirschstein NRSA Workshop: NIH Research Training Grants and Fellowships
- WS22: Research Administration Career Planning: Taking a Personal Inventory

**Half Day: 1:30 PM – 5:00 PM**

- WS23: Training Programs for the Non-Trainer: A Practical Guide to Developing Training with the Learner in Mind
- WS24: Proposal Budget Development: Building a Basic Grant Budget
- WS25: Research Funding from Everything Except Extramural Grants. AKA: Diversifying Your Portfolio
- WS26: Uniform Guidance – Understanding the Basics and Its Impact
- WS27: 9 Months Later: Experience on Living with the New Common Rule for RA and Compliance Staff
- WS28: A “Big Bang” Approach to the Practice of Research Administration and Management

Learning Lab: There is NO charge to register for a Learning Lab, but registration is required.

**SUNDAY, OCTOBER 20 - Half Day: 9:00 AM – 12:30 PM**

- LL3: Policy Life Cycle: Policy Making in a Research Enterprise

**SUNDAY, OCTOBER 20 - Half Day: 1:30 PM – 5:00 PM**

- LL1: Effort Reporting: Where We Have Been, Where We Are Now And Options For The Future
- LL2: Stepping Stones to Becoming a Peer Reviewed Journal Author

Name \_\_\_\_\_

**PAYMENT INFORMATION**

The last day to pre-register for the meeting in October 3, 2019. After the deadline you may register and pay onsite. Full payment must accompany this registration form. Your signature authorizes SRA International to charge your credit card the total meeting rate.

Check (payable to SRA International)     VISA     MasterCard     AMEX     Discover     PayPal

Card Number \_\_\_\_\_ Security Code (3/4 digits) \_\_\_\_\_ Expiration \_\_\_\_\_

Print Cardholders Name \_\_\_\_\_ Total Due \_\_\_\_\_

Additional email for receipt confirmation \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Email your completed registration form with credit card information to [registration@srainternational.org](mailto:registration@srainternational.org), fax it to (703)741-0142 or mail your completed registration form with check to: SRA International, 1560 Wilson Boulevard, Suite 310, Arlington, VA 22209. Checks must include participant name and completed registration form. Please do not email, mail AND fax your registration.

**POLICIES****Cancellation**

Written requests for registration refunds must be postmarked on or before September 27, 2019. Cancellations submitted on or before September 27, 2019, less \$75 meeting cancellation fee and \$25 cancellation fee per workshop. If you paid membership dues while registering, these will not be refunded; only the actual registration fees will be refunded less the cancellation fees. No refunds will be made after September 27, 2019. Refunds are not given for no-shows. Registration substitutions from the same institution are accepted; membership substitutions are NOT accepted. All fees will be reimbursed in the case of meeting cancellation.

**Registration**

We cannot process any advance registration forms without full payment. After the registration deadline, you may register and pay onsite. For onsite registration, payment must be made using an organization or personal check, or credit card. **Invoices will NOT be issued. Purchase orders are NOT accepted.** Registration substitutions from the same institution are accepted. All fees will be reimbursed in the case of meeting cancellation.

**Consent to Use Photographic Images**

Registration and attendance at, or participation in, SRA International meetings and other activities constitutes an agreement by the registrant to the use and distribution of the registrant or attendees' image or voice in photographs, videotapes, electronic reproductions and audiotapes of such events and activities by SRA International and other third parties.

SRAI privacy policy, can be found at [www.srainternational.org/privacy-statement](http://www.srainternational.org/privacy-statement). For questions email us at [communications@srainternational.org](mailto:communications@srainternational.org).