



INTERNATIONAL
ACAC : July 10-14
2017
CLEVELAND, OHIO

2017 International ACAC Conference Registration, Cancellation & Transfer Policies

Registration Policies

- ***NEW* High school** members are **limited to three** representatives per school.
- **College and university** members are **limited to two** representatives per institution. Exceptions would be for universities that have other degree granting campuses. They will be allowed two representatives from the main campus and one more from each of the other degree granting campuses. Those institutions with 2+2 Programs do not fall under this category.
- **Note: If high school or college member registrants exceed the above limits, we will cancel the additional registration(s) and refund any payment, less a \$15 USD transaction fee.*
- **Organizations** are **limited to two** representatives, and will comprise no more than 5% of the total conference registration.
- **U.S.-based individual** members will be **limited to 5%** of the total conference registration.
- All registration fees must be paid in full by June 15.
- Changes to on-campus housing/housing refund requests will only be accepted through June 23.
- **Note that housing change requests will be processed beginning April 15.*

Cancellation Policies

- Cancellations before June 1 will incur a \$50 USD cancellation fee.
- Cancellations between June 1 and June 15 will incur a \$100 USD cancellation fee.
- No refunds after June 15.

Transfer Policies

- We are happy to assist with conference registration transfers when necessary.
- To transfer registration, the transfer recipient must be an International ACAC member.
- Transfer of conference registration after June 1 will incur a \$50 USD fee.
- The deadline to complete transfers is June 23.
- **Note that housing change requests will be processed beginning April 15.*

Questions or concerns regarding these policies can be emailed to admin@internationalacac.org.