ARC-PA CONFERENCE REGISTRATION

**Consultant’s Conference**

**April 27, 2022**

Hilton Atlanta Airport Atlanta, Georgia

Deadline for Receipt of Registration Form **March 18, 2022**; payment due **March 31, 2022**

The Consultant’s Conference is targeted to active PA education consultants who are seeking to deepen their understanding of the ARC-PA accreditation process and the Accreditation Standards for Physician Assistant Education 5th edition. This conference will enhance your ability to guide your clients through a successful accreditation review.

Last Name:Last name First Name:First name Professional and Academic Credentials: Credentials

Years as a consultant: Enter Years Years Enter Months Months

Years of PA education experience: Enter Years Years Enter Months Months

Mailing Address:

Street: Address

City: City State: State Zip: Zip

Daytime phone number with area code: xxx-xxx-xxxx

Mobile number with area code: xxx-xxx-xxxx

Email: Email Address (Confirmation of registration and correspondence about the workshop will be sent to this email address.)

List any food allergies/physical needs: Click here to enter text.

Comments:

Click here to enter text.

**PAYMENT:** All checks must be received no later than **March 31, 2022** or registration will be cancelled.

The ARC-PA does **NOT** accept credit cards. **Make checks payable to: ARC-PA, Inc.**

The registration fee for the Consultant’s Conference is $3,000 per person. The fee includes all meeting materials, breakfast, lunch snack breaks throughout the day.

**Mail registration fee to** Consultant’s Conference Registration, ARC-PA, 3325 Paddocks Parkway, Suite 345, Suwanee, GA 30024.

**NOTE:** Registration form must be received by **March 18, 2022.**

After completing and saving this form, please send it as an email attachment to:

[ConsultantsConf@arc-pa.org](mailto:ConsultantsConf@arc-pa.org)

**Submission of this registration form does NOT guarantee registration.**

Confirmation will be sent to the email address listed above. **Air, hotel and other travel arrangements should NOT be made until you receive confirmation of workshop registration.**

Questions about registration? Contact [TabithaSharp@arc-pa.org](mailto:TabithaSharp@arc-pa.org)

**Cancellation policy for ARC-PA sponsored events**

1. Registrants who are unable to attend an event for any reason may substitute, by arrangement with ARC-PA, someone else from the same institution with no additional expense.
2. If a registrant is unable to attend an event and a substitution is not an option, the following refund arrangements will apply:
   1. Registrations cancelled 15 days or more before the event will be refunded 100%.
   2. Registrations cancelled less than 15 days before the event will forfeit $500 of the event fee and the remaining balance of the fee will be refunded.
3. Refunds will be issued within 2 weeks after the event.