

General Information

Registration

Everyone attending the 2018 SEM Annual Conference is **REQUIRED** to register for the conference. You must register online at sem.org. Advance registration is highly recommended. Not only will your badge, tickets, abstract proceedings, and other materials be ready for you when you arrive at the registration desk, but you will benefit from the reduced rate available only for advance registrations and be given access to the Conference Proceedings upon payment of your registration fee. Advance registration savings ends **April 24, 2018 @ 5:00 p.m. (EST)**.

The member/nonmember/student conference registration fee includes admission to all technical sessions, Welcome Reception, one ticket to the All Society Awards Luncheon, President's Reception, Exposition, and Conference Papers download.

Students

All full-time engineering and science students *† (graduate or undergraduate) **must submit** a letter proving full-time status or submit your unofficial transcript to qualify for student rates. Email letter/unofficial transcript with proof of full-time student status to shari@sem.org.

*Post-doctoral do not qualify as students.

† Students enrolled full-time, at the time of the conference, are eligible for the reduced student rate.

Conference Registration Hours

Sunday, June 3, 2018

8:15 a.m.–10:00 a.m. (**COURSE registration ONLY**)

12:15 p.m.–1:30 a.m. (**COURSE registration ONLY**)

4:00 p.m.–7:00 p.m. (open to all)

Monday, June 4, 2018

7:00 a.m.–4:00 p.m.

Tuesday, June 5, 2018

7:30 a.m.–4:00 p.m.

Wednesday, June 6, 2018

7:30 a.m.–4:00 p.m.

Thursday, June 7, 2018

7:45 a.m.–1:00 p.m.

Conference Registration

	Early Bird	Standard
Member	\$790	\$890
Non-Member	\$890	\$990
Student Member	\$275	\$325
Student Non-Member	\$325	\$375

Registration Policy

Registration must be completed on-line and payment must be received by April 24, 2018 @ 5:00 p.m. (EST) for Early Bird savings. On April 24, 2018 @ 5:01 p.m. (EST) standard registration prices will prevail. All checks must be in U.S. funds, drawn on a U.S. bank. **Registrations not paid by April 24, 2018 will incur fees. The fee(s) shall be the difference between Standard pricing and Early Bird pricing for each registrant.**

Cancellation Policy

If the course or conference is canceled for any reason, the Society for Experimental Mechanics' liability is limited to the return of the registration fees.

We understand that circumstances may arise that require you to cancel. If you need to cancel, your conference fee, less a \$75.00 nonrefundable cancellation fee, will be refunded when the cancellation is made in writing and received by May 7, 2018. No refunds will be given for cancellations received after May 7, 2018. Cancellation notification should be emailed to Shari Matthews at shari@sem.org.

Invoice Policy

To invoice your university/company, you must provide a Purchase Order (PO). Purchase Orders must be received by May 9, 2018 and will not be accepted after that date. Please send your Purchase Order to Shari Matthews at shari@sem.org. **All invoices/purchase orders not paid by April 24, 2018 will incur fees. The fee(s) shall be the difference between Standard pricing and Early Bird pricing for each registrant.**

Spouse/Guest Program

The Spouse/Guest Hospitality Room will be open Monday through Thursday from 8:30 a.m. until 10:00 a.m. Spouses and guests are invited to meet there to enjoy refreshments while renewing friendships, making new acquaintances, and planning the day's activities.

Conference Proceedings

The full Conference Proceedings will be made available for download mid-May. Instructions for downloading will be sent to all paid, pre-registered attendees. After that time, instructions will be made available to conference attendees upon payment of registration fee.