

**2022 NASPA Conferences on Student Success in Higher Education Call for Programs Worksheet**

June 26 – 29, 2022

Proposal Deadline: **January 28, 2022**

Notification of Proposal Submission Status: March 4, 2022

***There is a lot of information within this process. Please be thorough in reading the instructions.*** This document is a snapshot of the Call for Programs submission form. It is **NOT** how program proposals will be submitted to the conferences. **Please do not submit this worksheet.**

Use this worksheet to plan your responses to each of the questions, then **copy and paste** your responses into our online submission form (linked below).For questions about proposal submission, including how to use this tool, contact SSHE – sshe@naspa.org.**Every question included in the Call for Programs (CFP) can be found below.**

**Click below for the CFP application or**

**copy and paste URL into Chrome web browser for best experience:**

[**https://apps.naspa.org/engage/evt\_frm\_main.cfm?event\_id=2726**](https://apps.naspa.org/engage/evt_frm_main.cfm?event_id=2726)

**SECTION ONE: Program Type**

Please select a program type.

* **General Interest (50 minutes):** The most common educational opportunity at the virtual conference, usually consisting of the presentation of a program, data, research, or theoretical concept, followed by audience questions and brief discussion.
* **Learning Lab (30 minutes):** Designed to give participants actionable ideas and tools to take back to their campus. Presenters will share ideas for 20 minutes, followed by 10 minutes for questions.
* **Scholarly Paper (60 minutes):** Provide an opportunity for presenters (usually 1-2 scholarly papers are presented in a panel setting) to briefly share a synopsis and key findings from scholarly papers as part of a 60-minute education session. Scholarly papers often focus on results of quantitative, qualitative, or mixed methods studies or report the findings of studies that use historical and philosophical methods.
* **Poster Session:** Designed for sharing research or program evaluation. Participants will visually represent their data and present their content to conference participants.
* **Roundtable Discussion (50 minutes):** Less formal ways to engage other attendees around a central topic or program area. Roundtable discussion sessions will be held concurrently throughout the event in a specific space. Facilitators usually provide a brief introduction to a topic (5-10 minutes) and then lead a discussion with several prompting questions. *Please note: Roundtables are meant to generate discussion and engagement amongst participants, there will be NO A/V used in any roundtable sessions. This includes no PowerPoint or similar presentations, audio or video clips, etc. No A/V will be provided or permitted for roundtable sessions.*
* **Extended Learning (75 minutes):** Provide additional time for audience engagement or discussion. This format is also appropriate for panel discussions, skill demonstration and practice, or multi-institutional case study presentations. There are a limited number of extended general interest session opportunities.
* **Product Educational Session (50 minutes):** Third-party organizations and companies have an opportunity to present relevant educational content to conference attendees. Presentations typically include institutional partners in the sharing of educational practices or technology.
* **Pre-conference Workshop (Half-day, 3-hour):** Offered before the beginning of the conference, half-day workshops are designed as highly specialized opportunities to discuss and engage in a specific topic or program. *Half-day pre-conference workshops will require participants to pre-register for an additional fee.*
* **Pre-conference Workshop (Full-day, 6-hour):** Full-day programs held prior to the conference. These events are usually coordinated directly with the applicable conference committee or a related NASPA constituent group. *Full-day pre-conference workshops will require participants to pre-register for an additional fee.*
* **Meetings and Networking Events Space Request**

**Program Type *(Required; select one)***

* **General Interest (50 minutes)**
* **Learning Lab (30 minutes)**
* **Scholarly Paper (60 minutes)**
* **Poster Session**
* **Roundtable Discussion (50 minutes)**
* **Extended Learning (75 minutes)**
* **Product Educational Session (50 minutes)**
* **Pre-conference Workshop (Half-day, 3 hours)**
* **Pre-conference Workshop (Full-day, 6 hours)**
* **Meetings and Networking Events Space Request**

**Alternative Program Type** (*Required)*
*If your conference proposal is reviewed by the conference committee and approved in its content as a different type of session, would you be agreeable to present in a different program type than you submitted?*

* Yes
* No

**SECTION TWO: Program Title**

Please submit session title (limited to 12 words).

*Tips:*

* Limit your title to 12 words or less. Programs with titles longer than 12 words may be edited by the Conference Committee.
* Do not write your title in all caps.
* Use “title case,” meaning:
	+ Capitalize the first word of the title/heading and of any subtitle/subheading;
	+ Capitalize all “major” words in the title/heading; and
	+ Capitalize all words of four letters or more.
* Use lowercase only for “minor” words of three letters or fewer, namely, for conjunctions (words like “and,” “or,” “nor,” and “but”), articles (the words “a,” “an,” and “the”), and prepositions (words like “as,” “at,” “by,” “for,” “in,” “of,” “on,” “per,” and “to”) unless they are the first word in a title or subtitle. For example, New First-generation Faculty and the Benefits of Peer Mentoring.

For additional tips on writing abstracts and learning outcomes, please visit [NASPA’s Program Submission Guidelines](https://naspa.org/events/program-submission-guidelines/program-submission-guidelines).

[Draft Session Title]

**SECTION THREE: Abstract**

The abstract will be used in all places where session details are provided (e.g. mobile app, online schedule, and program book). The abstract is the description conference attendees will use to build their itinerary and learn about your session online. A well-written abstract will identify the goals and outcomes of your session and convey what new knowledge or skills participants can expect to gain.

Please note:

* Abstracts are limited to 75 words (approximately 550 characters) or less and may be further edited to fit requirements, as needed.
* Abstracts may be edited for clarity in the final program by the Conference Advisory Committee or NASPA staff, as needed.

Tips:

* Use language that most accurately reflects the content and the tone of the session you will present/facilitate.
* Use "The presenter will..." language rather than "This program will..."
* Focus on the main points of your program content.
* Include evidence-based practices, theoretical framework, and/or promising practices to help frame your program

For additional tips on writing abstracts and learning outcomes, please visit [NASPA’s Program Submission Guidelines](https://naspa.org/events/program-submission-guidelines/program-submission-guidelines).

**Abstract** *(Required)*

[Draft Abstract]

**Additional Information by Program Type**

Depending upon which program type was selected, its associated requirements for additional information will populate. Please see below for more information on additional requirements.

**PROGRAM TYPE(S): General Interest / Learning Lab/Poster/Roundtable/Extended Learning/Product Educational**

**ADDITIONAL INFORMATION SECTION: Program Outline (after Section Three)**

The Conference Advisory Committee encourages program proposals grounded in evidence-based practices with content that will engage participants in fruitful discussions and provide meaningful content to bring back to their campuses.

Successful proposals should include:

* detailed, thorough description about session content you will present.
* relationship of the program to the conference theme(s) outlined on the [website](https://naspa.org/events/naspa-conferences-on-student-success-in-higher-education).
* an outline of the program format (e.g., lecture, panel, debate) identifying the methods for participant involvement (e.g., discussion, effective practice sharing, case study analysis).
* evidence of the conceptual foundation for proposal content including ways the program content is grounded in research, relevant experience, a cogent model, or appropriate theory:
	+ Program proposals should establish a clear connection to the research, framework, model, or theory included in the program.
* discussions of replicability (e.g., to what extent can the information presented in this program be replicated at other institutions?)

Please submit a high-level overview of the proposal, including a session timeline with the amount of time you intend to spend on each topic/activity. A successful proposal format offers potential for a stimulating session that involves attendee participation as well as time for questions and discussion.

**Program Outline** (Required)
*Please submit a high-level overview of the proposal, including a session timeline. A successful proposal format offers potential for a stimulating session that involves attendee participation, as well as time for questions and discussion.*

[Draft Program Outline]

**PROGRAM TYPE(S): Scholarly Paper Session**

**ADDITIONAL INFORMATION SECTION: Scholarly Paper Session (after Section Three)**

Provide an opportunity for presenters to briefly share a synopsis and key findings from scholarly papers as part of a 60-minute education session.

**Research Approach** *(Required)*

Please select the option below that best describes your research approach. Use "Other" to indicate research methods not listed.

If you select QUALITATIVE or QUANTITATIVE, please complete the additional corresponding section below to provide additional detail about your methods.

* Mixed Methods
* Qualitative
* Quantitative
* Conceptual or Theoretical
* My research approach is not listed. Please specify:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If QUALITATIVE is selected, please select one (1) option below.

* General qualitative approach
* Case study
* Ethnography
* Grounded theory
* Narrative
* Phenomenology
* My research approach is not listed. Please specify:\_\_\_\_\_\_\_\_\_\_\_

If QUANTITATIVE is selected, please select one (1) option below.

* Correlation/regression/ANOVA
* Data analytics
* Experiments
* Multi-level modeling
* Quasi-experimental
* Structural equation modeling
* My research approach is not listed. Please specify:\_\_\_\_\_\_\_\_\_\_\_\_\_

**Scholarly Paper Upload** *(Required)*

Please submit a 1500-2000 word overview (not including references) of your research.

* For **empirical manuscripts**, the text of the proposal should include the problem statement, conceptual framework used, method of inquiry, (preliminary) findings/results, and conclusion/implications for student affairs/higher education practice of your work.
* For **conceptual papers**, the proposal should address the problem statement, the central propositions of your work, and the implications for student affairs/higher education practice. Proposals will be evaluated on these elements.

**Please note that if your proposal is accepted, you will be asked to submit a paper of 30 pages MAX (including references) to your discussant one month (May 2022) prior to the conference.** For example, a full dissertation should not be submitted to a discussant but a journal article based on dissertation research that fits the above criteria would be acceptable.

Please upload your overview below and provide a short title (no more than 15 words).

[UPLOAD BUTTON]

**Provide short title (Scholarly Paper Upload)** *(Required)*: [Provide title here]

**Please list your primary author affiliation.** *(Required)*

* Faculty Member
* Administrator or Staff Member
* Graduate Student
* Other (please specify)

**Organizing Theme(s) of Paper** *(Required)*

Please select a minimum of one (1) organizing theme for your paper. You may select a maximum of four (4) themes.

* Campus Student Affairs & Higher Education Resources
* Emerging Methods and Methodologies
* Equity, Diversity, & Inclusion
* Faculty and the Professoriate
* Globalization in Higher Education & International Students
* History
* Law, Policy & Finance
* Minority-Serving Institutions
* Organizational Change, Leadership, and Administration
* Pedagogy and Curriculum
* Professional Practice & Competencies
* Student Development, Experiences, and Learning
* Student Persistence and Degree Completion
* Technology in Student Affairs & Higher Education
* An organizing theme is not listed. (Please specify)

**PROGRAM TYPE(S): Pre-conference Session (Half-day, 3 hours) / (Full-day, 6 hours)**

**ADDITIONAL INFORMATION SECTION: Pre-Conference Session (after Section Nine)**

The Conference Advisory Committee encourages pre-conference workshop proposals discussing evidence-based practices with content that will engage participants in fruitful discussions and provide meaningful content to bring back to their campuses.

Successful proposals should include:

* the relationship of the program to the conference themes outlined on the [website](https://naspa.org/events/naspa-conferences-on-student-success-in-higher-education).
* identification of the program format (e.g., lecture, panel, debate) including methods for participant involvement (e.g., discussion, effective practice sharing, case study analysis).
* evidence of the conceptual foundation for proposal content including ways the program content is grounded in research, relevant experience, a cogent model, or appropriate theory.
* participation in a pre-conference session should allow attendees opportunities for skill building or foundational basics to apply to their work on campus.

Pre-conference workshop types:

* Pre-conference Workshop (Half-day, 3-hour): Offered before the conference, half-day workshops are designed as highly specialized opportunities to discuss a specific topic or program. Half-day pre-conference sessions will require participants to register for an additional fee.
* Pre-conference Workshop (Full-day, 6-hour): Full-day programs held prior to the conference. These events are usually coordinated directly with a sponsoring NASPA group, Knowledge Community (KC), or division. Full-day pre-conference workshops will require participants to register for an additional fee. Any A/V and meals provided in a full-day workshop will be billed to the sponsoring constituent group, KC, or division.

*Please note that all pre-conference workshop offerings will be held in-person at the conference’s hotel venue.*

**Pre-Conference Description** (Required)
*Please include a description of the workshop’s learning outcome(s) and how they align with the conference's learning outcomes and themes, as well as a description of workshop topics, subject or content, and the skill development attendees will acquire from attending.*

[Draft Pre-Conference Description]

**Pre-Conference Outline** (Required)
*Please submit a high-level outline of the intended virtual workshop agenda, including a timeline of activities and presentations planned. A successful proposal format offers potential for a stimulating session that involves attendee participation, as well as skill development.*

[Draft Pre-Conference Outline]

**PROGRAM TYPE(S): General Interest / Learning Lab/Poster/Roundtable/Extended Learning/Product Educational**

**ADDITIONAL INFORMATION SECTION: Learning Outcomes (after Section Three)**

**Please identify 1-3 learning outcomes for your program**.

Clear learning outcomes will help define the goals and outcomes of your session and convey what new knowledge or skills participants can expect to gain. The Conference Advisory Committee's assessment of proposed learning outcomes will contribute to their overall consideration of a program’s inclusion in the virtual conference. [Click here](https://naspa.org/events/program-submission-guidelines/program-submission-guidelines) for more information on writing effective learning outcomes.

[Draft Learning Outcome #2]

[Draft Learning Outcome #1; (Required)]

[Draft Learning Outcome #3]

**SECTION SIX: Coordinating Presenter**

Only the coordinating presenter will receive email communication from NASPA regarding the program. Please ensure the coordinating presenter is the appropriate person to relay information to additional presenters (if applicable). Coordinating presenters must have an individual NASPA membership. [Click here](https://www.naspa.org/about/membership/naspa-membership) to learn more about NASPA membership.

*To submit coordinating presenter information, please complete all of the fields below. Please capitalize job titles and include the full, official name of institutions or organizations, not acronyms or abbreviations.*

* **First name (Required)**
* **Last name (Required)**
* **Email Address (Required)**
* **Phone Number (Required)**
* **Professional Title (Required)**
* **Institution/Organization (Required)**

**SECTION SEVEN: Additional Presenters**

Note: **All coordinating and additional presenters must be fully registered for the 2022 NASPA Conferences on Student Success in Higher Education**; speaker passes or discounts will not be available. If your presentation requires more than five additional presenters, please contact the conference committee team at sshe@naspa.org.

When adding additional presenter information, please capitalize job titles and include the full, official name of institutions or organizations, not acronyms or abbreviations.

If your session does not have additional presenters, please check here:

* No Additional Presenters

Additional Presenter 1 - First Name:

Additional Presenter 1 - Last Name:

Additional Presenter 1 - E-mail Address:

Additional Presenter 1 - Professional Title:

Additional Presenter 1 – Institution/Organization:

Additional Presenter 2 - First Name:

Additional Presenter 2 - Last Name:

Additional Presenter 2 - E-mail Address:

Additional Presenter 2 - Professional Title:

Additional Presenter 2 – Institution/Organization:

Additional Presenter 3 - First Name:

Additional Presenter 3 - Last Name:

Additional Presenter 3 - E-mail Address:

Additional Presenter 3 - Professional Title:

Additional Presenter 3 – Institution/Organization:

Additional Presenter 4 - First Name:

Additional Presenter 4 - Last Name:

Additional Presenter 4 - E-mail Address:

Additional Presenter 4 - Professional Title:

Additional Presenter 4 – Institution/Organization:

Additional Presenter 5 - First Name:

Additional Presenter 5 - Last Name:

Additional Presenter 5 - E-mail Address:

Additional Presenter 5 - Professional Title:

Additional Presenter 5 – Institution/Organization:

**SECTION EIGHT: Conference Submission**

**Please select the conference which is the best match for your submission.** Note: You may only submit to one conference. The Conference Advisory Committee will recognize and consider programs that are collaborative and appeal to attendees at more than one virtual conference.

**Conference Submission** (Required)

* Assessment, Persistence, and Data Analytics Conference
* Dismantling Systemic Barriers to Student Success Conference
* First-generation Student Success Conference

**SECTION NINE: Conference Themes**

Depending upon which conference was selected, its associated Conference Themes will populate. Please select a theme associated with the conference selected above.

**APDA THEMES**

**Please select *one theme* that most aligns with your presentation proposal. Please read through the intended learning outcomes of each theme.**

* Fundamentals of Assessment
* Assessment Methods and Measurements
* The Role of Data in Institutional Decision Making
* Institutional Persistence & Retention Initiatives, Financial Aid, & Enrollment Management
* Persistence of Special Student Populations
* Integrated Assessment, Persistence, and Retention Practices

To read more about each of these themes, visit the [APDA conference website](https://www.naspa.org/events/naspa-assessment-persistence-and-data-analytics-conference1).

**DSBC THEMES**

**Please select *one theme* that most aligns with your presentation proposal. Please read through the intended learning outcomes of each theme.**

* Identify systemic institutional barriers thwarting academic and co-curricular success for students across institutional types
* Advance solutions for removing systemic access barriers related to students' basic needs (e.g. food and housing security, mental health support)
* Understand the lived experiences of students from historically underrepresented communities and identify strategies to remove systemic barriers and improve programs and services
* Identify the inequities found within the academic experience and foster solutions for improving asset-based, evidence-supported, and data-directed pipelines for students
* Consider assessment, evaluation, and data strategies as essential components for improving access, opportunity, and outcomes for students from traditionally underserved populations
* Understand emerging and established scholarship and evidence-based practice that can underpin improved offerings for students

To read more about each of these themes, visit the [DSBC conference website](https://naspa.org/events/naspa-virtual-dismantling-systemic-barriers-to-student-success-conference).

**FGSS THEMES**

**Please select *one theme* that most aligns with your presentation proposal. Please read through the intended learning outcomes of each theme.**

* Understand the lived experiences and vast intersectionality of first-generation college students across academic years, institutional types, and sectors
* Discuss systemic and institutional barriers first-generation students face in higher education and identify asset-based strategies
* Identify and utilize strategies for supporting first-generation students and bridging gaps in cultural capital through asset-based programmatic approaches, services, and skill-building
* Discuss and implement approaches for creating an engaged campus community that identifies, supports, and celebrates first-generation college students
* Recognize and engage with scholarly literature and current research critical to understanding and advancing first-generation student outcomes
* Consider evaluation, assessment, and data strategies for understanding and improving institutional and programmatic first-generation initiatives

To read more about each of these themes, visit the [FGSS conference website](https://www.naspa.org/events/naspa-virtual-first-generation-student-success-conference).

**SECTION TEN: Competencies & Audience**

Please select up to two (2) Professional Competencies and the appropriate level (Foundational, Intermediate, or Advanced) for the content of your session. Download and view the [Professional Competency Areas for Student Affairs Educators](https://www.naspa.org/images/uploads/main/ACPA_NASPA_Professional_Competencies_.pdf) PDF for more information.

**Intended Audience** (*Required)*
*Please identify the most appropriate audience for your presentation.*

* ***Foundational presentations focus on filling gaps in knowledge****and are appropriate to attendees who are new to this topic or this work, typically including planned time around building an understanding of underlying theories, models, and frameworks for individuals who may not have been exposed to them.*
* ***Intermediate presentations focus on providing skills or strategies for work****and are for attendees who have already been exposed to and may be conversational to this topic or this work, referencing but not explaining theories, models, and frameworks.*
* ***Advanced presentations create new knowledge for the field****and assume expert conversation with a high-functioning and engaged audience around this topic or this work.*
* Foundational
* Intermediate
* Advanced

**Target Groups** (*Required)*

*Please select at least (1), but no more than (2)****Target******Groups****.*

* Community College Professionals
* Graduate Preparation Faculty
* Graduate Students
* Mid-level Student Affairs Professionals
* New Professionals
* Senior-Level Student Affairs Professionals
* Undergraduate Students
* Vice President for Student Affairs

**Institutional Types** (*Required)*

*Please select at least (1), but no more than (2)****Institutional Types*** *that your content is geared towards.*

* Community Colleges
* For-Profit Institutions
* Large Universities
* Mid-Size Colleges & Universities
* Tribal Colleges
* Minority Serving Institutions
* Small Colleges & Universities

**Professional Competency Areas** (Required)

*Please select a****maximum of 2****Professional Competencies.*

*To learn more about the ACPA/NASPA Professional Competencies,*[*click here*](https://www.naspa.org/images/uploads/main/ACPA_NASPA_Professional_Competencies_.pdf#page=3)*.*

* Advising and Supporting
* Assessment, Evaluation, and Research
* Ethical Professional Practice and Personal Foundations
* Law, Policy, and Governance
* Leadership
* Organizational and Human Resources
* Social Justice and Inclusion
* Student Learning and Development
* Technology
* Values, History, and Philosophy

**Content Areas** *(Required)*

*Please select at least (1), but on more than (2)* ***Content Areas*** *that your content is geared towards.*

* Academic Affairs Administration and Services
* African-American
* Asian Pacific Islander and Desi American
* Campus and Student Activities
* Campus Media
* Campus Safety
* Civic Learning and Democratic Engagement
* Commuter Students
* Counseling and Mental Health Services
* Development, Grant Writing, and Fundraising
* Emergency Aid
* Equity, Inclusion, and Social Justice Programs and Advocacy
* First-generation Students
* Fraternity and Sorority Life
* Graduate Student Experience
* Honor Society Programs
* Indigenous Peoples
* International / Globalization Initiatives
* Latinx/a/o
* Management and Leadership
* Multicultural Initiatives
* Orientation, Transition, and Retention
* Partnerships and Collaborations in the Academy
* Persons with Disabilities
* Recreation and Physical Well-being
* Service Learning and Community Engagement
* Socioeconomic and Class
* Student Affairs / Services Professionals’ Career Development
* Students as Parents
* Technology
* TRiO, Access, and Bridge Programs
* Undocumented Immigrants and Allies
* Violence Prevention
* Adult Learners / Non-traditional Students
* Alcohol and Other Drug Education
* Assessment, Evaluation, and Research
* Campus Bookstores
* Campus Ministry
* Career Development and Employability
* College Unions
* Conference and Event Programs
* Crisis Management
* Dining Services
* Enrollment Management, Financial Aid, and Admissions
* Financial Well-being
* Former Foster Youth and Homelessness
* Gender and Sexuality
* Health and Well-being
* Housing and Residence Life
* Intercollegiate Athletics
* Judicial Affairs, Ethics, and Integrity
* Leadership Development
* Men’s Initiatives
* Multiracial
* Parent and Family Programs
* Peer Education
* Policy and Government Affairs
* Resource Management and Fiscal Administration
* Sexual Violence Prevention, Response, and Education
* Spirituality, Religious, and Secular Initiatives
* Student Services for Graduate and Professional Students
* Sustainability
* Transfer Student Initiatives
* Undergraduate Student Experience
* Veterans and Military-connected Students
* Women’s Initiatives

**SECTION ELEVEN: Presenter Background**

Please indicate qualifications and expertise of the presenter(s) in the area below.

**Background of Presenters/Familiarity of Topic *(Required)***

[Draft Presenter Background]

**SECTION TWELVE: A/V Notes & Special Requests**

PLEASE NOTE: Presenters MUST bring their own laptops for their presentations. If you will be using an Apple device (e.g. iPad or MacBook) for your presentation, please be sure to have the appropriate adapter(s). Adapters will NOT be provided onsite.

The standard AV set includes an LCD projector and screen, VGA cord, computer sound, and lectern microphone. Internet access is not provided in session rooms. If your presentation requires additional AV or Wi-Fi in the session room, NASPA will provide information about how to order what you need after your program has been accepted.

Do You Need AV? *Required*

 ❐Yes, I will need the Standard AV setup. ❐ No, I will not be using any AV.

Please indicate any special requests that you would like the Conference Advisory Committee and NASPA staff to consider. Special requests are not guaranteed, but we will make every effort to reasonably accommodate specific needs.

*Please Note: Session rooms will have one head table for three people as the standard set up. If you have more than three panelists, please plan to rotate accordingly. We cannot add additional head tables or chairs. Scholarly Papers may not have a panel.*

If you have no special requests, please ensure the No Special Requests box below is checked to complete this section.

Notes/Special Request

Please check box below if there will be no special request(s)

* No Special Requests

**SECTION THIRTEEN: Confirmation of Program**

Please review all information carefully before submitting. The text submitted for the Program Abstract will be used in all places where session details are provided (e.g. mobile app, online schedule, and program book).

**In submitting my program proposal, I recognize the following:** *(Required)*

* I understand all presenters and co-presenters are required to register for the conference.
* I understand the Conference Advisory Committee may accept my proposal as a different program type, or for a different primary conference, than what I submitted.
* I confirm all information submitted is accurate and will contact NASPA should any information need to change.

**Are you interested in reviewing programs for the 2022 NASPA Conferences on Student Success in Higher Education?** *(Required)*

*If you are willing to further support NASPA’s 2022 Conferences on Student Success in Higher Education as a program reviewer, a link will be sent in your program confirmation email for you to submit your information.*

* Yes, I’ve already signed up.
* Yes, but I’ve not signed up yet.
* No