2020 Joint National Conferences

National Association of African American Studies
NAAAS

National Association of Hispanic & Latino Studies
NAHLS

National Association of Native American Studies
NANAS

International Association of Asian Studies
IAAS

February 17-22, 2020
Dallas/Addison Marriott Quorum by the Galleria
Dallas, Texas
GENERAL REGISTRATION INFORMATION

Contact Person: Lemuel Berry, Jr., Executive Director
Meeting Facility: Dallas/Addison Marriott Quorum by the Galleria
Tel: 972-661-2800; Fax: 972-934-1731
Conference Dates: February 17-22, 2020
Conference Telephone: 207-856-2500
Conference Fax: 207-856-2800
E-mail: naaasconference@naaas.org
Website: www.naaas.org

REGISTRATION POLICIES & PROCEDURES

1. Please register early. Early registration guarantees inclusion in the conference program.

2. Registration: One (1) registration form per person. Forms may be duplicated.

3. Registration Confirmation: A confirmation of conference registration will be emailed or faxed within 48 hours of receipt of registration. Please provide a fax number or email address on each registration form to receive confirmation. Any questions related to conference confirmations should be directed to NAAAS & Affiliates at 207/856-2500.

4. Returned Check Policy: A $45 fee will be assessed on each returned check.

5. Cancellation/Refund Policy – A $100 handling charge will be assessed on all cancellations. Requests for cancellations MUST be in writing and mailed, faxed or emailed on or before Saturday, January 25, 2020. Telephone requests WILL NOT be honored. Conference organizers cannot accept refund requests resulting from cancelled flights and/or “acts of God”. Please allow 30 days after the close of the conference for refunds.

6. No Shows forfeit all registration monies paid. NO EXCEPTIONS.

HOUSING INFORMATION

CONFERENCE HOTEL
Dallas/Addison Marriott Quorum by the Galleria
14901 Dallas Parkway
Dallas, Texas 75244
Tel: 972-661-2800 – Fax: 972-934-1731

Room Rates:
Single or Double: $135.00+tax

NOTE: Please identify yourself as a conference participant in order to receive the conference room rate.

SHUTTLE SERVICE

Conference participants may arrange transportation to/from the hotel with SuperShuttle (1-800-258-3826)
2020 NATIONAL CONFERENCE REGISTRATION FORM

☐ NAAAS  ☐ NAHLS  ☐ NANAS  ☐ IAAS

(please check the appropriate organization)

Badge Information (Attach a business card here or TYPE or PRINT the complete information requested.)

<table>
<thead>
<tr>
<th>Name: (Mrs., Ms., Dr., Mr.) (please circle)</th>
<th>Title/Position:</th>
</tr>
</thead>
</table>

College/University/Organization:

Mailing Address: ☐ Home ☐ Office

City: State: Zip:

Phone: Fax: Email:

ALL CONFERENCE PRESENTERS MUST REGISTER.
NO REGISTRATION WILL BE PROCESSED WITHOUT PAYMENT.

FEE SCHEDULE

General Registration (Postmarked by January 25, 2020)

☐ Professional/Presenter Registration $285

☐ Non-Presenter/Attendee-only Registration
  ☐ Full (includes all materials & activities) $200
  ☐ Limited (session attendance only) $50

☐ Registration Deposit $100

This is a non-refundable deposit for presenters to hold his/her listing in the conference program and constitutes onsite/late registration. The balance of the on-site/late fee must be paid at the conference registration desk.

Additional Registration Options (After 1/25/20)

☐ On-site Registration $325

☐ Student Presenter Registration (please include ID) $200

☐ On-site/Late Non-Presenter/Attendee-only
  ☐ Full (includes all materials & activities) $250
  ☐ Limited (session attendance only) $75

Other Fees – Please check all that apply.

☐ 3rd Paper Presentation $75

☐ Audio Visual (excluding LCD) [see other side] $35

☐ 2020 National Monograph Series _____ x $65

☐ Annual Membership (includes journal subscription) $175

☐ Journal Subscription $45

☐ Student Awards Luncheon (2/22/20) $10

(free to competition entrants)

TOTAL DUE/ENCLOSED: $_____

RETURN TO: Lemuel Berry, Jr., Executive Director
NAAAS & Affiliates
PO Box 545
Westbrook, ME 04098-0545
Phone: 207-856-2500
naaasconference@naaas.org

Conference presenters and registered guests are invited to all receptions and special events.
2020 NATIONAL CONFERENCES OF NAAAS, NAHLS, NANAS, & IAAS

HOTEL REGISTRATION FORM
FEBRUARY 17-22, 2020*

Conference Hotel
Dallas/Addison Marriott Quorum by the Galleria
14901 Dallas Parkway
Dallas, Texas 75244
Tel: 972-661-2800; Fax: 972-934-1731
Reservations: 800/228-9290

| Single - $135.00/night + tax |
| Double - $135.00/night + tax |

Arrival Date________________________  Departure Date________________________

*Note: Conference rate is available from February 14-25, 2020.

Name____________________________________________________________________________
Address____________________________________________________________________________
City_________________________ State_________________________ Zip_________________________

Phone________________________________ Fax________________________________ Email____________________

The Conference hotel will not hold any reservation after **12:00 NOON** on the day of arrival without guaranteeing the reservation by one of the following methods:

a. An enclosed check or money order for the first night’s stay including tax
b. Major credit card with expiration date and authorized signature

Credit Card # ____________________________  Expiration Date __________

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<thead>
<tr>
<th>AMEX</th>
<th>MC</th>
<th>VISA</th>
<th>Diners Club</th>
<th>Discover</th>
</tr>
</thead>
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Signature ____________________________________________

✓ Check-in time at the hotel is 3:00 PM
✓ Check-out time at the hotel is 12:00 NOON
✓ Deadline for reservations is February 2, 2020

Requests for accommodations received after the deadline will be subject to availability at prevailing rates.

**Online** and telephone reservations are preferred. However, you may also complete this form and mail or fax to the hotel. **DO NOT** send this form to the NAAAS office. Doing so may delay your reservations.
AUDIO VISUAL REQUEST

Only the following audio visual equipment can be rented through the national organization. A/V equipment must be reserved and paid for in advance. LCD Projectors, Overhead Projectors and screens will be provided at no charge.

Other types of equipment not listed MUST be rented DIRECTLY through the hotel at standard rental rates.

1. VCR & Monitor
2. Cassette Player
3. CD Player
4. DVD Player
5. Overhead Projector*  
6. LCD Projector‡

*Limited availability.
‡Participants must bring own laptop. Technicians will not be available. MAC users must have his/her own adapter. NAAAS assumes no responsibility for lack of training of user. Refunds will be issued only for defective equipment.

2020 CALENDAR OF EVENTS

<table>
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<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>March 15, 2020</td>
<td>Closing date for submission of articles for publication in the 2020 conference monograph series</td>
</tr>
<tr>
<td>May 29-June 6, 2020</td>
<td>Sino-American International Research Forum, Guangxi Normal University, Beijing/Guilin, P.R. China</td>
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<tr>
<td>August 2020</td>
<td>International Research Conference, Universidad Autónoma de Nariño, Cartagena, Colombia, South America</td>
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BIOGRAPHICAL SKETCH

Please provide the session moderator with a fifty-word biography prior to the beginning of your session. DO NOT send the biography to the national office. The information provided will be used for introductory purposes at the time of your presentation.

Presenters are responsible for preparing their handouts. Please bring at least 30 copies to your session.
PRESENTERS’ INFORMATION
(please retain for reference)

MONOGRAPH PREPARATION

The National Organization will publish monographs of the conference on CD according to selected monograph categories.

Please follow the criteria listed if you wish to have your paper published in the monograph series:

1. Format: maximum length - **25 pages, not including references or appendices, (doubled-spaced, 12 pt font)**
2. Cover Page:
   - Place the title of the paper in capital letters 1½” from the top.
   - Place your name and affiliation/institution in the center of the page.
   - Leave a margin of 1” on each side of every page of the entire document.
3. All papers must be submitted (in completed format) via [https://www.naaas.org/monograph-submission-form/](https://www.naaas.org/monograph-submission-form/). Submissions must be received by March 15, 2020 in order to be included in the monograph series. Charts, graphs, and tables should be placed appropriately within the document.
4. All papers should be double-spaced, 12 pt. Times New Roman font and in Microsoft Word.
5. Please remember to SPELL CHECK your document. Do not include page numbers or headers and footers of any kind.
6. Only conference-registered authors will be listed in the published monograph series.
7. All fees must be paid in advance OR submitted at the Conference Registration Desk. NO EXCEPTIONS! Submissions without appropriate fees ($65.00) will not be published in the monograph series.

JOURNAL PREPARATION

Separately from the monograph series are the National Organizations’ journals, *The Journal of Intercultural Disciplines* (JID) and *The Journal of Science and Exploratory Studies* (JSES). To submit papers to this document, please follow the following instructions.

Manuscripts should not exceed 25 pages. The author’s name should appear only on the title page along with his/her address and telephone number. The title should also appear on the first content page. Manuscripts should conform to the APA style. Meeting style requirements is the sole responsibility of the author if the manuscript is accepted. Please refer to the NAAAS website for complete guidelines.

The author must electronically submit one copy of his/her paper to journal@naaas.org (JID) or jsesjournal@naaas.org (JSES). Please include the word “JOURNAL” in the email subject line. The paper should be doubled-spaced. Each submission will be refereed anonymously by at least three peer reviewers.

Upon acceptance for publication, the author will be asked to submit a clean copy of the manuscript.

ALL CONFERENCE PRESENTERS AND PARTICIPANTS MUST REGISTER FOR THE CONFERENCE.