

# SGIM Associate Member Group Registration

## Registration Instructions & Payment Form



### Group Registration Eligibility

Institutions registering 11 or more SGIM Associate Members (medical students, residents, and fellows) from the same institution are eligible for a price break on Annual Meeting registration fees. See fees below.

To qualify for this group discount, the group registration form must be completed in full and **check payment** must mail and **arrive** at the SGIM office **by March 26, 2018**. A \$25 administrative fee will apply.

*No additional registrants may be added after group registration payment is processed.*

### Group Registration Fees

Number of Registrants	Registration Fee per Associate Member
1-10	\$295 (standard rate)
11-20	\$236 (first price break)
21-30	\$206.50 (second price break)

### Group Registration Instructions

- 1 Ensure each registrant is a **current SGIM Associate Member** (Student, Resident, Fellow). *Please allow 48 hours after membership payment for benefits to activate.*
- 2 **Instruct each Associate Member to**
  - a) Register online at <http://connect.sgim.org/sgim18/register/fees>
  - b) Select pay by Check option under the Payment Method.
  - c) Click Submit Payment to save his/her online registration.
  - d) Share registration confirmation number with Group Coordinator.
- 3 After all Associate Members in Group have saved their online registration, fill out **SGIM Associate Member Group Registration Form** with corresponding member ID & registration confirmation number, obtained in last page of online registration OR in registration confirmation email.
- 4 Calculate **Total Registration Fees**. Add a **\$25.00 administrative fee**. Checks payable to Society of General Internal Medicine (SGIM). Reference SGIM18 Group Registration.
- 5 Email this form to [Registration@sgim.org](mailto:Registration@sgim.org) by **March 26, 2018**.
- 6 **Mail check and copy of this form by March 26, 2018:**  
SGIM Registrar, 1500 King St., Suite 303, Alexandria, VA 22314

### Group Registration Information

Institution	Department		
Mailing Address	Group Coordinator Name		
Address 2	Email Address		
City	State	Postal Code	Phone Number

# SGIM Associate Member Group Registration Form

Member ID	First Name	Middle Initial	Last Name	Email Address	Registration Number	Registrant Type*	Registration Amount
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
<b>First price break</b>							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
<b>Second price break</b>							
21							
22							
Registering more than 22? Request a form from <a href="mailto:Registration@sgim.org">Registration@sgim.org</a>					<b>\$25 Administrative Fee</b> →		

\$295.00 per Associate Member  
 \$236.00 per Associate Member  
 \$206.50 each

**Total Due**

Registrant Types			Select the Associate Member's Registrant Type using his/her membership type:
Medical Students	Residents	Fellows	
<b>MED1</b> - Medical Student (Year 1)	<b>PGY1</b> - Associate Member (PGY1)	<b>FLW1</b> - Associate Member (Fellow Year 1)	
<b>MED2</b> - Medical Student (Year 2)	<b>PGY2</b> - Associate Member (PGY2)	<b>FLW2</b> - Associate Member (Fellow Year 2)	
<b>MED3</b> - Medical Student (Year 3)	<b>PGY3</b> - Associate Member (PGY3)	<b>FLW3</b> - Associate Member (Fellow Year 3)	
	<b>PGY4</b> - Associate Member (PGY4)	<b>FLWX</b> - Associate Member (Fellowship Extended)	

Save this form as a new PDF. Submit this form along with **check payment** to SGIM by **March 26, 2018**.  
 Email form to [Registration@sgim.org](mailto:Registration@sgim.org) for expedited processing.