February 9, 2016

Dear ASCE Student Chapters,

The University of Alabama is excited to see you at the upcoming 2016 ASCE Southeast Student Conference here in Tuscaloosa, Alabama! Below we have some important updates:

1. **Individual Registration:** Please see the REGISTRATION tab on the conference website to see all the latest information and updates regarding registration: [http://asceconference.ua.edu/registration.html](http://asceconference.ua.edu/registration.html)

   The individual registration deadline has been extended to **February 19, 2016**, and the late registration deadline has been extended to **March 3, 2016**.

   For individual registration, each participating member wishing to register for the conference (student, faculty, etc.) needs to fill out the form online ([https://register.ua.edu/jsp/session.jsp?sessionId=UA02216&courseld=2016ASCE&categoryld=10001](https://register.ua.edu/jsp/session.jsp?sessionId=UA02216&courseld=2016ASCE&categoryld=10001)) and pay individually. This needs to be done for each registering person, separately.

   When filling out the online form, **please put your university or school name in the “Company Name” field.** This is a standard field on the site, and we are unable to change its name. Putting your university or school name here will make it easier for us to identify each registering individual during registration.

   We will be confirming successful individual registrations on a weekly basis, so please contact the conference email ([asce.southeastconference.2016@gmail.com](mailto:asce.southeastconference.2016@gmail.com)) if your primary contact and/or faculty member listed on your School Registration form does not receive a list of confirmed individual registrations from your school within a week of registering.

   We understand that there are some technical difficulties with the website and are working with our school’s OIT to fix those issues. Please contact us if you are unable to access the website.
If you would rather submit individual registration for all your attending members at one time, you may do so by sending a group check through FedEx or UPS only. You may use the Individual Registration (Excel document) link (http://asceconference.ua.edu/uploads/5/9/8/9/59890115/individual_registration.xlsx) on the REGISTRATION page to access an Excel document containing columns for the information required for each registering individual. Please fill out all the information for each individual in one document, print this out, and mail it along with the appropriate total sum of individual registration fees (one check only) to the shipping address listed below:

2016 ASCE Southeast Student Conference
Cindy Davis – ASCE Conference
UA College of Engineering
245 7th Avenue, Room 260
Tuscaloosa, AL 35401

If a phone number is also required, please use (205) 348-6550.

The $55.00 individual registration fee includes:
• Participation in all competitions
• Registration materials (name tag, programs, etc.)
• Conference t-shirt
• Lunch on both Friday and Saturday
• Dinner and awards ceremony on Saturday

2. Paper Deadline

Concrete Canoe
• As listed on the conference website on the COMPETITIONS page (http://asceconference.ua.edu/competitions.html), all papers must be received by February 18th. Please include all hard paper copies as well as an electronic copy on a CD or USB flash drive. Papers can be shipped to the address on the following page:
Professional Paper
• Your paper must be received by March 1st. Please email your submission to asce.southeastconference.2016@gmail.com and reply back if you do not receive a confirmation email within 24 hours.

3. Competition Clarifications and Q&A
• Please see the Clarifications and Q&A tab (http://asceconference.ua.edu/clarifications-and-qa.html) on the conference website before emailing the conference email regarding competitions. New questions will be posted and categorized by competition.

4. Hotels
• Please see the HOTELS tab (http://asceconference.ua.edu/hotels.html) on the conference website for information regarding booking hotels. Special rates have been negotiated with several hotels within a reasonable driving distance of campus. Each hotel’s rate per night and a map with a pin marking its location relative to the university can be found on the website.

Tentative Conference Schedule:

Thursday, March 10, 2016
Steel Bridge Display Shelby Engineering and Science Quad
Welcome Tailgate
Friday, March 11, 2016
Steel Bridge Construction North Engineering Research Center
Concrete Canoe Display Shelby Engineering and Science Quad
Concrete Canoe Presentations
Professional Paper
Balsa Bridge
Geotechnical Lightweight Fill
Visual Display (Doghouse)
Concrete Cornhole (Judging)
Plan Reading
Fiber Reinforced Beam
Surveying
Service
Business Meeting

Saturday, March 12, 2016
Concrete Canoe Races Lake Lurleen State Park
Concrete Cornhole (Competition)
T-Shirt Display
Awards Ceremony Bryant Conference Center

In compliance with the Americans with Disabilities Act (ADA), every possible effort will be made to accommodate school and individual needs. If you require special assistance, please contact us via email, no later than February 26, 2016.

Please confirm your receipt of this mailer by sending an email to the conference email (asce.southeastconference.2016@gmail.com) no later than Tuesday, February 16, 2016. Please only send one confirmation per student chapter.

Thank you for your patience and understanding as we attempt to correct problems and respond to your emails and requests for information. We look forward to seeing you in Tuscaloosa in March!

Sincerely,

Preston Jutte
Conference Co-Chair
The University of Alabama | 2016

James New
Conference Co-Chair
The University of Alabama | 2016

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