

Higher Learning 2025

HLC's Annual Conference | April 5–8 | Chicago, IL

Registration Worksheet



Do not submit this worksheet to HLC.

This is not a registration form and should be used only for gathering information. You must complete registration online at hlcommission.org/conference.

Presenting at the conference?

Presenters should register using the link in their acceptance email to receive the correct pricing.

Please note: All form fields are required

Registration Type

Peer Reviewer

President/Trustee

General Attendee

(not a president/trustee or peer reviewer)

First Name _____

Last Name _____

Email Address _____

CC Email Address _____

Contact Information

Institution/Company/Organization:

Note: Tribal College representatives, see page 4 for Tribal College Luncheon selection.

Job Title _____

Work Address

Address _____

Address 2 _____

Country/Region _____

City _____

State: _____ ZIP: _____

Preferred Pronouns _____

Note: Pronouns, if specified, will appear on your name badge at the conference. If you do not wish to share your preferred pronouns on your badge please select "prefer not to say."

Terms and Conditions

Please Note: During the registration process, all individuals will be required to review and accept HLC's terms and conditions regarding the Annual Conference. You can view the full statement in the registration system.

Profile Information

Select the category that best describes your primary role at your institution

- Does not apply
- Admissions/Student Affairs/Student Services Administrator
- Assessment Administrator
- Chief Academic Officer
- Chief Executive Officer
- Chief Operations Officer
- College/School within Institution Administrator
- Consultant
- Department Administrator
- Development/Public Relations Administrator
- Distance Learning Administrator
- Faculty Member
- Finance/Operations/Budget Administrator
- Institutional Research Administrator
- Institutional Trustee
- Legal/Governmental Affairs Administrator
- Library/Learning Resources Administrator
- Other Academic Officer
- Planning Administrator
- Technology Administrator

Select your role(s) in your relationship to HLC (check all that apply)

- Does not apply
- Academy Member
- Academy Mentor
- IAC Member
- Institutional Contact: Accreditation Liaison Officer
- Institutional Contact: Assurance System Coordinator
- Institutional Contact: Chief Executive Officer
- Institutional Contact: Data Update Coordinator
- Peer Reviewer

Does your institution have a comprehensive evaluation or Assurance Review scheduled between June 2025 and August 2026?

- Yes No I Don't Know

Have you previously attended an HLC Annual Conference?

- No
- Yes Please indicate the number of years attended _____

Only for attendees of 10+ years: Are you interested in serving as a Conference Ambassador to new conference attendees?

If you select yes, HLC will contact you in early 2025 with more information. Participation in this initiative will not conflict with your ability to attend any conference activities.

- Yes No

Identify your reasons for attending Higher Learning 2025 (select up to three)

- Connect with higher ed colleagues
- Exploring membership with HLC
- Information on assessment of student learning
- Information on student success
- Learn about products and services from exhibitors
- Personal professional development
- Preparing for an upcoming accreditation review
- Presentations by higher ed institutions
- Presentations by HLC staff members
- Presentations on trends in higher ed
- Requested to attend by leadership
- Other Please specify _____

How did you hear about the conference? (check all that apply)

- Email
- HLC staff
- HLC website
- HLC's social media accounts
- Referred by colleague
- Other Please specify _____

Are you interested in receiving email from HLC regarding future programs and events?

Yes No

Are you open to being contacted by event sponsors prior to the event about products and services that can support quality improvement?

Yes No

In effort to reduce waste, HLC will only be printing the Higher Learning 2025 Program Book for those who indicate on this question that they would like a printed copy. If you do not opt to receive a Program Book, you can access the full program on the conference mobile app and website prior to and during the conference.

Would you like a printed copy of the Higher Learning 2025 program book?

No, I will use the website and/or mobile app and do not require a printed program book

Yes, I would like a printed program book in 2025

Please indicate any special accommodations. HLC is committed to making all reasonable accommodations that will allow attendees to fully participate in the conference.

An HLC staff member may contact you to discuss any request specified below.

None

Allergy (please specify) _____

Dairy free

Gluten free

Halal

Kosher

Pescatarian

Vegan

Vegetarian

Other (lactation space, traveling with service animal, etc. - please explain below)

Emergency Contact Information

HLC will contact the individual named below only in the case of a personal emergency occurring on-site at the conference.

Emergency Contact Full Name: _____

Emergency Contact Phone _____

Relationship to you _____

Please see the next page for program selection.

Cancellations

If you can no longer attend the conference, please submit a [cancellation request](#) on HLC's website. Refunds resulting from cancellations will be based on these dates:

- Cancellations requested on or before January 31, 2025 will be eligible for a full refund less a \$75 processing fee per person.
- Cancellations requested between February 1 and March 21, 2025 will be eligible for a 50% refund less a \$75 processing fee per person.
- Cancellations requested on or after March 22, 2025 and no-shows are not eligible for a refund.

Registration Transfers

If you've registered and can no longer attend the conference, your registration may be transferred to another person at the same institution or organization at no additional charge. Transfers can be made by calling 866.497.1232.

Program Changes

A \$75 processing fee will be charged for all requests to remove a pre-conference program or lunch from an existing conference registration. Attendees will be refunded the cost of the program, less the processing fee, on or before March 21, 2025. No refunds for requests to remove a program from an existing registration will be issued on or after March 22, 2025.

Refunds

Credit card refunds will be processed within two business days. Check refunds will be processed within 15 business days of receiving the request.

Program Selection

Program	Early Bird Rate Through Jan. 31	Regular Rate Feb. 1–March 21	Late Registration Rate March 22–April 5
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General Program – April 5–8, 2025

General Program	\$735 Member \$935 Non-Member	\$835 Member \$1,035 Non-Member	\$935 Member \$1,135 Non-Member
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Pre-Conference Programs – April 5, 2025

Conversations with Presidents & Trustees <i>(Includes discounted General Program registration)</i>	\$835 Member \$1,035 Non-Member	\$935 Member \$1,135 Non-Member	\$1,035 Member \$1,235 Non-Member
Peer Review Updates & Training <i>(Current peer reviewers Only)</i>	\$150	\$150	N/A
Centering Learning Workshop	\$250	\$350	N/A
Strategies for Experienced ALOs Workshop	\$250	\$350	N/A
Seeking Accreditation Workshop	\$475	\$475	\$475

Sunday Lunch – April 6, 2025

In 2025, we're offering luncheons for attendees to connect over a specific higher ed topic related to their work. These plated lunches will be at the Radisson Blu Aqua Chicago. Alternatively, attendees can pre-purchase a boxed lunch for Sunday.

Networking Lunch #1: Institutional Mission in Action	\$30	\$30	N/A
Networking Lunch #2: Strategies for Uniting Campus Communities	\$30	\$30	N/A
Boxed Lunch	\$25	\$25	N/A

Additional Events

Welcome Reception Saturday, April 5 <i>(Complimentary)</i>	N/A	N/A	N/A
Tribal College Luncheon Monday, April 7 <i>(Complimentary, Tribal College representatives only)</i>	N/A	N/A	N/A