

CONFERENCE REGISTRATION FORM

**Use this form for registration by mail and fax.
Save money by registering and paying online.**

Return with payment to AMEE Office, Tay Park House, 484 Perth Road, Dundee DD2 1LR, UK.
Phone +44 (0)1382 381953. Fax: +44 (0)1382 381987. Email amee@dundee.ac.uk.

You can also register online: www.amee.org

Payment can be accepted in GBP Sterling (£) or Euros (€) only.

PART 1: YOUR DETAILS (please write clearly in BLOCK capitals)

Title (Prof/Dr/Mr/Mrs/Ms/Miss) <small>(as you would like it to appear on your name badge)</small>	First Name	Family name	
Institution/organisation			
Mailing address			
	Zip/Postcode	City	Country
Telephone		Fax	
Email		<input type="checkbox"/> Please tick box if you do not wish your address and email to be included in Participants List	
Special diet requests (i.e. food allergies)			
Professional interests (to be included in participants list)			
Is this your first AMEE Conference?		<input type="checkbox"/> Yes <input type="checkbox"/> No	

PART 2: REGISTRATION

	By 31 May (GBP Sterling £)	By 31 May (Euros €)	From 1 June (GBP Sterling £)	From 1 June (Euros €)
AMEE member	<input type="checkbox"/> £415	<input type="checkbox"/> €520	<input type="checkbox"/> £455	<input type="checkbox"/> €570
Non-member	<input type="checkbox"/> £460	<input type="checkbox"/> €575	<input type="checkbox"/> £500	<input type="checkbox"/> €625
Non-member option to join for 1 year ¹	<input type="checkbox"/> £470	<input type="checkbox"/> €590	<input type="checkbox"/> £510	<input type="checkbox"/> €640
AMEE student member ²	<input type="checkbox"/> £215	<input type="checkbox"/> €270	<input type="checkbox"/> £235	<input type="checkbox"/> €295
Student non-member ²	<input type="checkbox"/> £235	<input type="checkbox"/> €295	<input type="checkbox"/> £255	<input type="checkbox"/> €320
'Special rate' ³	<input type="checkbox"/> £345	<input type="checkbox"/> €435	<input type="checkbox"/> £365	<input type="checkbox"/> €455
SEDEM members' subsidised rate ⁴	<input type="checkbox"/> £300	<input type="checkbox"/> €375	<input type="checkbox"/> £340	<input type="checkbox"/> €425

Don't forget you can save up to £40 on these prices by registering online and paying by credit card at the same time!

SEDEM membership number

- 1 Take advantage of greatly reduced rate to enjoy AMEE membership for one year
- 2 Student registration is for medical students and up to one year post-basic qualification. Not available for those on postgraduate courses.
- 3 See list on page 33 for countries qualifying for special rate
- 4 SEDEM membership number required

PART 3: ACCOMPANYING PERSONS

Opening ceremony/reception ticket £30/ €38 Number required

PART 4: PRE-CONFERENCE WORKSHOPS (see pages 15-24 for information)

SATURDAY 29 AUGUST

Full-day workshops

- | | | |
|-------------------------------|---|-------------|
| <input type="checkbox"/> PCW1 | Basic skills for design and evaluation of critical situation training using clinical simulation | £176 / €225 |
| <input type="checkbox"/> PCW2 | How to get Faculty 'buy in' for your Standardized Patient/Simulation Program | £140 / €178 |
| <input type="checkbox"/> PCW3 | Virtual Patients: uses, design, development, implementation and evaluation | £140 / €178 |

Morning workshops

- | | | |
|-------------------------------|---|-----------|
| <input type="checkbox"/> PCW4 | Teaching and assessing quality improvement and practice-based learning | £70 / €89 |
| <input type="checkbox"/> PCW5 | Fight, flight and insight: collegial conflict resolution | £70 / €89 |
| <input type="checkbox"/> PCW6 | Simulation and gaming | £70 / €89 |
| <input type="checkbox"/> PCW7 | Complexity theory | £70 / €89 |
| <input type="checkbox"/> PCW8 | Attracting participation in faculty development for education | £70 / €89 |
| <input type="checkbox"/> PCW9 | Practical approaches to designing & implementing learning needs assessments for CPD | £70 / €89 |

Afternoon workshops

- | | | |
|--------------------------------|--|-----------|
| <input type="checkbox"/> PCW10 | Program evaluation | £70 / €89 |
| <input type="checkbox"/> PCW11 | Understanding Discourse Analysis in the context of health professional education | £70 / €89 |
| <input type="checkbox"/> PCW12 | Facilitating reflection and reflective practice | £70 / €89 |
| <input type="checkbox"/> PCW13 | How am I doing? | £70 / €89 |
| <input type="checkbox"/> PCW14 | Enhancing creativity in medical education | £70 / €89 |
| <input type="checkbox"/> PCW15 | Leading change in medical education | £70 / €89 |

SUNDAY 30 AUGUST

Full-day workshops

- | | | |
|--------------------------------|---|-------------|
| <input type="checkbox"/> PCW16 | Teaching veterinary professionalism | £140 / €178 |
| <input type="checkbox"/> PCW17 | Symposium on Progress Testing | £140 / €178 |
| <input type="checkbox"/> PCW18 | Qualitative research for health professions educators | £140 / €178 |

Morning workshops

- | | | |
|--------------------------------|--|-----------|
| <input type="checkbox"/> PCW19 | Using Multiple Intelligences Theory to develop blended learning | £70 / €89 |
| <input type="checkbox"/> PCW20 | Evaluating the evidence | £70 / €89 |
| <input type="checkbox"/> PCW21 | Fostering learning in small groups: focus on asking and inviting questions | £70 / €89 |
| <input type="checkbox"/> PCW22 | Leadership and management skills to become senior faculty members | £70 / €89 |
| <input type="checkbox"/> PCW23 | Changing versus being changed | £70 / €89 |
| <input type="checkbox"/> PCW24 | Connecting medical education and health care quality improvement | £70 / €89 |

Afternoon workshops

- | | | |
|--------------------------------|--|-----------|
| <input type="checkbox"/> PCW25 | Theory and practice of peer teaching in medical education | £70 / €89 |
| <input type="checkbox"/> PCW26 | CanMEDS 102: an introduction to assessment in OBE | £70 / €89 |
| <input type="checkbox"/> PCW27 | Interactive learning: interactive curriculum: interactive design | £70 / €89 |
| <input type="checkbox"/> PCW28 | Leadership challenges at deanery level | £70 / €89 |
| <input type="checkbox"/> PCW29 | Using Mind-Body Medicine skills | £70 / €89 |
| <input type="checkbox"/> PCW30 | The many challenges of clinical teaching and possible solutions | £70 / €89 |
| <input type="checkbox"/> PCW31 | Assessing assessment | £70 / €89 |
| <input type="checkbox"/> PCW32 | Developing high-quality multiple-choice tests | £70 / €89 |
| <input type="checkbox"/> PCW33 | Use of G-Theory in designing and analyzing assessments in the health professions | £70 / €89 |

CONDUCTED IN SPANISH (SUNDAY 30 AUGUST)

Full-day workshop

- | | | |
|--------------------------------|--------------------------------|------------|
| <input type="checkbox"/> PCW34 | Clinical Competence Assessment | £80 / €100 |
|--------------------------------|--------------------------------|------------|

Morning workshop

- | | | |
|--------------------------------|---|-----------|
| <input type="checkbox"/> PCW35 | Management of Postgraduate Medical Education in Spain | £40 / €50 |
|--------------------------------|---|-----------|

Afternoon workshop

- | | | |
|--------------------------------|---|-----------|
| <input type="checkbox"/> PCW36 | Teaching clinical skills: models and strategies | £40 / €50 |
|--------------------------------|---|-----------|

ORGANISED BY STUDENTS AND JUNIOR DOCTORS (SUNDAY 30 AUGUST)

Full-day workshop

- | | | |
|--------------------------------|---------------------------|-----------|
| <input type="checkbox"/> PCW37 | Developing your potential | £20 / €26 |
|--------------------------------|---------------------------|-----------|

AMEE 2009 CONFERENCE ORIENTATION SESSION (SUNDAY 30 AUGUST, 1700-1800 hrs)

- | | | |
|--------------------------|---|--|
| <input type="checkbox"/> | Free of charge, but please register your intention to attend. | |
|--------------------------|---|--|

PART 5: ESME COURSES (see pages 10-13 for information)

<input type="checkbox"/> ESME course only	£375 / €470	<input type="checkbox"/> ESME Assessment course	£375 / €470
<input type="checkbox"/> ESME course + portfolio report	£525 / €660	<input type="checkbox"/> ESME Assessment course + report	£525 / €660
<input type="checkbox"/> RESME course only	£375 / €470	<input type="checkbox"/> ESTEME Technology course	£375 / €470
<input type="checkbox"/> RESME course + proposal	£525 / €660	<input type="checkbox"/> ESTEME Technology Course + curricular plan	£525 / €660

NOTE: these charges are in addition to the AMEE Conference registration fee

PART 6: FAME COURSE (see page 14 for information)

<input type="checkbox"/> FAME course	£375 / €470 (NOTE: this charge is in addition to the AMEE Conference registration fee)
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PART 7: FESTSCHRIFT FOR HANS KARLE: WEDNESDAY (see page 31 for information)

WEDNESDAY 2 SEPTEMBER

<input type="checkbox"/> Festschrift (afternoon only)	£32 / €40	<input type="checkbox"/> One-day registration (includes Festschrift)	£140 / €175
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PART 8: PAYMENT DETAILS (payment required in £ sterling or € euros)

Remember – you can save money by registering online and paying by credit card

A receipt will be sent when payment has been received.

AMEE 2009 conference registration	£ <input type="text"/> or € <input type="text"/>	FAME course	£ <input type="text"/> or € <input type="text"/>	TOTAL FEE £ <input type="text"/> or € <input type="text"/>
Accompanying persons	£ <input type="text"/> or € <input type="text"/>	ESME course	£ <input type="text"/> or € <input type="text"/>	
Pre-conference workshop(s)	£ <input type="text"/> or € <input type="text"/>	RESME course	£ <input type="text"/> or € <input type="text"/>	
Wednesday attendance (inc Festschrift)	£ <input type="text"/> or € <input type="text"/>	ESME Assessment course	£ <input type="text"/> or € <input type="text"/>	
Festschrift only	£ <input type="text"/> or € <input type="text"/>	ESTEME course	£ <input type="text"/> or € <input type="text"/>	

PAYMENT BY CHEQUE (payment required in £ sterling or € euros)

I enclose my cheque for £ or € (drawn on a UK or Euro bank account and made payable to AMEE)

PAYMENT BY £ STERLING BANK TRANSFER (a copy of request MUST be sent to our office for identification of payment)

I have arranged to transfer the sum of £ into your bank account (accepting both sender's/beneficiary's bank charges).

Name:	Association for Medical Education in Europe	Sort code:	83 28 39
Address:	The Royal Bank of Scotland plc, Ninewells Hospital and Medical School, Dundee DD2 1UB, Scotland, UK	Account:	00101875
		IBAN:	GB46 RBOS 8328 3900 1018 75
		IBAN BIC:	RBOS GB2L

PAYMENT BY € EUROS BANK TRANSFER (a copy of request MUST be sent to our office for identification of payment)

I have arranged to transfer the sum of € into your bank account (accepting both sender's/beneficiary's bank charges).

Name:	Association for Medical Education in Europe	Sort code:	83 75 70
Address:	The Royal Bank of Scotland plc, Ninewells Hospital and Medical School, Dundee DD2 1UB, Scotland, UK	Account:	10012994
		IBAN:	GB40 RBOS 8375 7010 0129 94
		IBAN BIC:	RBOS GB2L
		Swift Code:	ASMEDEU

Payment by credit/debit card or invoice (overleaf)...

PART 8: PAYMENT DETAILS (continued)

PAYMENT BY CREDIT OR DEBIT CARD (NOTE: all credit/debit card transactions will be processed in £ sterling only)

I hereby authorise the processing of my card for the sum of £

Please complete the following sections. These details are required for security purposes.

Type of card: Maestro Visa Euro/Mastercard AMEX Note: We are unable to process Diners Club

Issuing bank or building society

Credit/debit card number

Cardholder's name (as it appears on card)

Card start date (Maestro only) Card Expiry Date (as it appears on card) Issue number (Maestro only)

Card Security Code (3 digits found on reverse of Visa / MasterCard / Maestro or 4 digits found on front of AMEX cards)

Cardholder's Billing Address (including a postcode and house number)

PAYMENT BY INVOICE (payment required in £ sterling or € euros)

This option may ONLY be used where your Institution/Organisation has agreed to pay your fees.

Invoices will not be issued to individuals.

Please invoice my Institution/Organisation for the sum of £ or €

Mark for the attention of

Mailing Address (please ensure you give accurate details. An administration fee will apply for the reissuing of invoices)

Your purchase Order Number/Identification (if required by finance department)