

2016 ANNUAL MEETING DEADLINES
10–14 January 2016, New Orleans, Louisiana

Lead Planner to contact Program Chairpersons asking for Topic List and Program Chair Funding Form	early-February
Open Abstract Submission Process on Web (Topic List and PCF Form with Student Funding due to Lead Planner)	early-March
First Conference call with Program Chairpersons	mid-April
Deadline date for proposed session topics from community	1 May
Send Program “Tips” to Program Chair	mid-July
Abstracts Deadline Hotel web-page & reservations open	3 August
Conference Call with all Program Chairpersons to discuss Joint Sessions	mid-August
Program due to AMS (from Program Chairperson)	1 September
Overall Program Chairpersons to review programs	15 September
Post Manuscript Instruction and E-mail First Authors	30 September
Post Program, General Information to Web	30 September
Listing of Session Chairs and Program Committee members, as well as completed Program Chair Funding Form to lead Meeting planner	15 October
Deadline for edits to the abstract title or authors so that the changes will be reflected in the final published program.	2 November
Final Conference Call with Program Chairpersons	mid-November
Pre-Registration Deadline	1 December
Last day to Pre-Register in office by mail or fax	15 December
No Registration Refunds after	22 December
Deadline to upload presentations	6 January
Deadline to upload extended abstracts	11 February