



## **Convention FAQs**

### **What is Convention?**

Convention is a biennial event where collegiate and alumnae sisters gather to connect, learn and have fun together! Programming includes official Sigma Delta Tau business including the election of the Board of Directors, inspiring speakers and more.

### **Who should attend from my chapter?**

Every chapter is required to send two delegates to the Biennial Convention. Your official delegate is your Chapter President. Your alternate delegate is a rising leader in your chapter.

Your Rising Leader must be an active sister for at least one full semester with the intention of running for an Executive Board position in the next election. Consider all the qualities you look for in your Executive Board when selecting this member. There are a variety of ways to select the Rising Leader Delegate such as through an application or interview process, a nomination process, etc. Your selection process and final selection must be approved by your chapter advisor.

### **What is the cost and what is included?**

Collegiate Delegate and Rising Leader: \$60 per person. Included in this fee is your hotel room, transportation, most meals and full registration.

Volunteers: \$175 per person. Included in this fee is your hotel room, most meals and full registration.

Parking, ride share services to and from the airport, etc. are NOT covered expenses.

Advisors, Board of Directors, Directors/Committee Chairs, Past National Presidents, Recruitment Specialists and Special Appointments are eligible to have travel expenses covered for up to \$350. (Parking, ride share services to and from the airport, etc. are NOT covered expenses.)

Committee members, Finance Specialists, New Member Specialists and Panhellenic Specialists are not eligible for travel reimbursement.

Additional Collegiate Attendees: \$400 per person. Included in this fee is registration and most meals. This does NOT include transportation expenses or additional hotel rooms. Up to two additional collegians are allowed to stay with their delegates at the hotel. If there are more than two, they will be required to pay for their own hotel room.

Alumnae Registration:

- Whole weekend: \$500 - This package covers all programming and most meals. This does NOT include transportation expenses or additional hotel rooms.
- Saturday only: \$250 - This ticket covers all programming and the meals provided on Saturday, June 29<sup>th</sup>.
- Banquet only: \$175 - This ticket covers the Diamond Banquet Only.

### **Can other members attend who aren't the Chapter President or the Rising Leader?**

Yes! All members of your chapter are invited to attend Convention! These members will be responsible for their own travel and registration fees.

### **How do I register?**

To register, Chapter President and Rising Leaders will log into their SDT Portal account, click on their chapter's portal account, and select "Chapter Delegates Convention Registration." All other collegians attending Convention, will simply log into their SDT Portal accounts and select "Collegian Convention Registration" on the "Home" screen to register for the event.

Society volunteers and alumnae will also register through the SDT Portal account. They will simply log into their account and pick the Convention Registration button on the "Home" screen. For any issues with accessing the SDT Portal, please email [locull@sigmadeltatau.org](mailto:locull@sigmadeltatau.org).

To access the SDT Portal, [please click here](#).

### **When does registration close?**

Registration closes on May 15, but we encourage you to register as soon as possible.

### **What programming can I expect?**

The weekend programming is a balance of speakers, official Sigma Delta Tau business,

opportunities to meet and connect with Sigma Delta Tau sisters from all over the country and much more. Look for more details, like speaker announcements, to be shared on our social media and website. Attendees are required to participate in all programming and events.

### **Are there any health and safety restrictions?**

Keeping the health, safety and peace of mind of our sisters, staff and guests as our top priority, we ask that all attendees monitor their health. If you are sick, we ask that you do not attend Convention. Please contact [tmkinder@sigmadeltatau.org](mailto:tmkinder@sigmadeltatau.org) if you cannot attend. You will be responsible for any cost incurred by the SDT National organization. No refunds will be given for your registration fee.

Once your registration is confirmed, we will provide updates on additional safety precautions and attendee expectations.

### **What if I register for Convention 2024 and can no longer attend?**

If you need to cancel your registration for any reason, you will be responsible for any cost incurred by the SDT National organization. Please contact [tmkinder@sigmadeltatau.org](mailto:tmkinder@sigmadeltatau.org) if you cannot attend. No refunds will be given for your registration fee.

### **When/where should I fly into and out of?**

Convention is in New Orleans and all programming will take place at the Sheraton New Orleans. The local airport is about a 30-minute Uber/Lyft from the airport depending on traffic. The hotel does not offer an airport shuttle. Parking, ride-share services to and from the airport, etc. are not covered expenses.

### **How do I book travel?**

Collegiate Delegate and Rising Leader: Chapter delegates will book travel using Neo1, SDT's new travel platform. Upon completing registration, each delegate will receive a link and instructions on how to book flights through the platform. Once you have selected your travel in the Neo1 system, it will be reviewed and approved. You'll be contacted with any questions. If you are interested in upgrading your flight, you must contact the airline after booking and any additional costs will be covered by you. Please note: If you make changes to your flight after booking that result in additional fees or you do not attend, you will be charged for the fees.

Additional Collegiate Attendees: Additional Collegiate Attendees DO have the option to use Neo1 to book their flights but will need to use their own payment method to do so. If you wish to use this option, please reach out to Taylor Moreau-Kinder at [tmkinder@sigmadeltatau.org](mailto:tmkinder@sigmadeltatau.org) to get access to the platform. Otherwise, additional attendees will be responsible for booking their flights on the platform of their choosing.

SDT Volunteers: Advisors, Board of Directors, Directors/Committee Chairs, Past National Presidents, Recruitment Specialists and Special Appointments are eligible to have travel expenses covered for up to \$350. Upon completing registration, you will receive a link and instructions on how to book flights through Neo1, SDT's new travel booking platform. Each booking will be subject to review. Add-ons and upgrades are to be covered by you personally if you should choose to select them. If you cannot find a flight for \$350, please connect with Meredith Mitnick (MitnickSDT@gmail.com). Please note: If you personally make changes to your flight after booking or you do not attend, you will be charged the additional fees.

If you will be driving to Convention 2024, please complete an expense pre-approval form to initiate the reimbursement process. The pre-approval form can be found here- <https://sdt1917.wufoo.com/forms/q1chkydpocrgica/>

### **Hotel Accommodations**

SDT will be booking hotel rooms for all Chapter Presidents, Rising Leaders and Volunteers as listed above.

### **Packing List**

Attendees should wear business casual throughout the weekend with your Sigma Delta Tau pin. One night will be our Diamond Awards Banquet which will be cocktail attire.

A more specific packing list will be released in the next few weeks.