FREQUENTLY ASKED QUESTIONS (FAQ)

What is the NEA National Leadership Summit?
The NEA National Leadership Summit is an annual, unified, strategic, and interdisciplinary approach to leadership development for the next generation of Association leaders. The Summit provides an opportunity and experience for NEA members to develop the knowledge, skills, and abilities necessary to lead relevant and thriving Associations and to lead in their professions.

Who can attend?
Summit attendance is open to NEA members and NEA state and local staff. Any individual may self-fund to attend the Summit. Local affiliates can also register teams to attend.

When does registration begin?
Registration begins on Monday, January 6, 2020 through Friday, January 24, 2020. Late registration begins on Saturday, January 25, 2020 and will close on Friday, February 7, 2020 (or when registration reaches capacity, whichever comes first).

Will there be onsite registration available?
No. Once registration reaches capacity, it will close. It is imperative that all attendees register beginning January 6, 2020.

How much is the registration fee? (fee does not include lodging)
$250 per person (Registration)
$300 per person (Late Registration)

Note for NEA summit funded participants only: Summit funded participants will not incur costs for your attendance as you are being covered by NEA.
What is included in the registration fee?
The registration fee includes snacks and heavy hors d'oeuvres on Friday, breakfast and lunch on Saturday, and breakfast on Sunday, in addition to conference materials and access to all Summit events and experiences.

What time does the Summit begin?
On-site registration opens at 11:00am on Friday, March 13th. Participants can attend Early Bird Sessions from 2:00-4:00PM, if they register, however space is limited. The Summit Opening Plenary begins at 5:00pm on Friday, March 13th. The Summit concludes at 11:30am on Sunday, March 15th.

Note: If you are attending the NEA Higher Education Conference prior to the Summit, or attending the NEA-Retired Conference after the conclusion of the Summit, please check www.nea.org for additional information about those conferences.

What is the hotel room rate?
The hotel is $185, plus 1% taxable surcharge and 12.5% tax, per night (single/double occupancy). After you complete registration, you will receive your confirmation email and it will contain a direct link to secure lodging for the Summit.

Note: NEA does not have an overflow hotel for the 2020 Summit.

What is the cancellation policy?
Due to the size and scope of the NEA National Leadership Summit, if you have to cancel, we request that you notify us 15 days prior to the opening of the Summit. This gives us the opportunity to fill the slots, if there is a waiting list. Cancellations made 15 days prior to the opening of the Summit, will receive a full refund. If you used a credit card for registration fees, your refund will be reimbursed within 1-3 business days after your cancellation is received.
Cancellations made 7 days prior to the opening of the Summit will incur a 20% fee. Cancellations made within 48 hours of the event will incur a 30% fee.

If you register and do not attend, and you have not submitted your cancellation in writing, **you will not receive a refund**.

In the event of an unforeseen tragedy or event or due to inclement weather, and with documentation of flight cancellation, Summit participants can receive a full refund upon request.

You may cancel by submitting your request in writing to **leadershipsummits@nea.org**.

**Where do I find information regarding the Summit?**
Please visit our Summit website at [www.nea.org/leadershipsummit](http://www.nea.org/leadershipsummit)