



Society of
Quality Assurance

SQA Quality College, Special Symposium and Regulatory Forum

19 - 23 September 2011

Atlanta, Georgia, USA

**Join the Society of Quality Assurance (SQA)
Education Committee, Beyond Compliance
Specialty Section, and Regulatory Forum in
Atlanta, GA, for five days of events dedicated
to networking and education for
Quality Assurance Professionals!**

Each
event will count
towards fulfilling the
requirements of RQAP
re-registration!

Society of Quality Assurance

154 Hansen Rd., Suite 201 • Charlottesville VA 22911 • USA

Telephone: +1.434.297.4772 • Fax: +1.434.977.1856

Website: www.sqa.org • E-mail: sqa@sqa.org

Grand Hyatt Atlanta

Atlanta, Georgia, USA

Grand Hyatt Atlanta in Buckhead
3300 Peachtree Road NE
Atlanta, GA 30305 USA

Toll Free Reservations:
+1.888.591.1234

Tel: +1.404.237.1234
Fax: +1.404.504.2576

Or book online using the link found
at www.sqa.org/qualcol.



Check-In and Check-Out

Check-In: 3:00 PM

Check-Out: 12:00 PM

Cancellations

Any cancellations must be made no less than 24 hours in advance of arrival date or the guest will be charged one night's room and tax.



The hotel has rooms reserved for participants at a special rate of **\$149.00/night** (single/double occupancy; rate is higher for triple/quadruple occupancy). To receive this special rate, please make your reservation on or before **31 August 2011** and identify yourself as part of the **Society of Quality Assurance** group.

SQA encourages participants to book their overnight accommodations at the event hotel. SQA makes every effort to secure the best possible rate for overnight accommodations. The rate for overnight accommodations is part of a negotiated overall program package that incorporates meeting room rental, meals and breaks, as well as other services associated with conducting the SQA event. If SQA does not achieve the minimum number of overnight accommodations required in the overall event package, the cost of other services associated with conducting the event will be increased significantly.

Schedule of Events

Monday, 19 September 2011

- 1 - Basic Training: Good Laboratory Practice, 8:00 am - 5:00 pm
- 2 - Good Clinical Practice: Understanding the Basics, 8:00 am - 5:00 pm
- 3 - Basic Concepts in Computer Validation (2-day course), 8:00 am - 5:00 pm
- 4 - SQA Leadership Development, 1:00 - 5:00 pm

Tuesday, 20 September 2011

- 3 - Basic Concepts in Computer Validation (2-day course), *continued*, 8:00 am - 5:00 pm
- 5 - Current Topics in Good Laboratory Practice, 8:00 am - 5:00 pm
- 6 - Good Clinical Practice: Beyond the Basics, 8:00 am - 5:00 pm

Wednesday, 21 September 2011

- Continuous Improvement: Moving Past Compliance Oversight to True Quality Management (*A Beyond Compliance Specialty Section Symposium*), 8:00 am - 5:00 pm

Thursday, 22 September 2011

- Regulatory Forum Meeting, 8:00 am - 12:00 pm
- 7 - Regulatory and Scientific Approaches for 21st Century Bioanalyses, 1:00 - 5:00 pm

Friday, 23 September 2011

- 8 - Development of Multiple Choice Questions in GCP and GLP, 8:00 am - 5:00 pm

For function descriptions and details, visit <http://www.sqa.org/qualcol>.



Photo courtesy of Flickr user satanoid



Photo courtesy of Josh Hallett

Usual Daily Schedule

7:00-8:00 am	Registration and Continental Breakfast
8:00-10:00 am	Sessions
10:00-10:15 am	Beverage Break
10:15 am-12:00 pm	Sessions
12:00-1:00 pm	Lunch
1:00-3:00 pm	Sessions
3:00-3:15 pm	Beverage and Snack Break
3:15-5:00 pm	Sessions

Registration Policies

Register on or before **19 August 2011** and take advantage of our reduced registration fees, which include event participation, event materials and all scheduled continental breakfasts, lunches and breaks offered during the functions for which you registered as outlined in the program.

Payment Policy - The registration form must be accompanied by your credit card information or check in full payment of registration fees. All non-U.S. members will be charged the U.S. dollar equivalent at the time the charge is processed. To qualify for Early registration rates, this form *with payment* must be faxed or postmarked by 19 August 2011.

Refund Policy - Refund requests must be made in writing to SQA Headquarters. A full refund of the registration fees, minus a \$55.00 processing charge, will be made for cancellations on or before 5 August 2011. A 75% refund will be made for cancellations from 6 August through 19 August 2011. A 50% refund will be given for cancellations from 20 August through 2 September 2011. No refunds will be made for requests received after 2 September 2011.

Substitution Policy - If, after you have registered, you find that you are unable to attend these events, you may send a substitute in your place. Each substitution registration will be charged a \$55.00 processing fee. If you registered prior to the Early registration cut-off date of 19 August 2011, your substitution(s) will not be charged the higher Regular rates. However, if you are an SQA member paying member rates and your substitution is a non-member, s/he must pay the difference between Member and Nonmember rates or submit an application for membership in SQA.

Inability to Attend Due to an Emergency - Attendees who are unable to attend an event based on a serious emergency may receive a partial refund (total registration fees minus a \$55.00 processing charge) or full credit for a future SQA event in the following instances:

- Personal illness or death of the attendee;
- Illness or death in the immediate family of the attendee;
- Natural or man-made disaster which personally affects the attendee (at the discretion of the event planning committee); or
- Any other extenuating circumstance (which may be reviewed on an individual basis at the discretion of event planning committee).

Requestors shall submit the request in writing to SQA Headquarters along with written documentation. The event planning committee shall review the request to ensure it is in accordance with written policy.

Returned Check Policy - Remittance must be made in U.S. dollars. A \$10.00 surcharge may be assessed to cover any collection fees.



Photo courtesy of Like_the_Grand_Canyon



Photo courtesy of Jeff Muceus

Note on Agendas - The agendas advertised for these events are preliminary and subject to change. Please check the SQA website, www.sqa.org, for updated information.

Registration Desk - Please visit the SQA Registration Desk upon your arrival at the meeting to receive your admission badge and registration materials. The Registration Desk will be open on Sunday, 18 September 2011, 4:00 - 6:00 pm, Monday - Thursday, 19 - 22 September 2011, 7:00 am - 5:00 pm, and Friday, 23 September 2011, 7:00 am - 3:15 pm.

All attendees will receive event materials, meals and breaks on days registered and a Certificate of Attendance.

SQA Quality College, special symposium and Regulatory Forum

19 - 23 September 2011 **Registration Form** Atlanta, Georgia, USA

Visit www.sqa.org/qualcol to register online with a credit card.

Name: (Circle One) Mr. Ms. Dr. _____
 Badge Name: (First/Nickname) _____
 Title: _____
 Organization: _____
 Street Address: _____
 City and State: _____
 Zip/Postal Code: _____ Country: _____
 Phone: _____ Fax: _____
 E-mail: _____

If you are not currently a member of SQA, but would like to join and thereby qualify for member rates, please check the box below and submit a completed 2011 SQA Membership Application.

Please note: Your registration will not be processed until a complete membership application is received. To obtain a 2011 SQA Membership Application, visit www.sqa.org.

- SQA Member Nonmember Symposium Speaker/Session Chair Quality College Speaker/Session Chair

Special Symposium and Regulatory Forum Registration:

*2011 membership dues must be submitted to SQA to qualify for member rates.

	Government/ Academia		SQA Members*		Nonmembers		
	On or Before 19 Aug 11	After 19 Aug 11	On or Before 19 Aug 11	After 19 Aug 11	On or Before 19 Aug 11	After 19 Aug 11	
<input type="checkbox"/> Continuous Improvement: Moving Past Compliance Oversight to True Quality Management (Wednesday)	\$425	\$495	\$525	\$595	\$645	\$715	\$ _____
<input type="checkbox"/> Regulatory Forum (Thursday morning)	\$20 (free for SQA members)	\$20 (free for SQA members)	\$0 (free for SQA members)	\$0 (free for SQA members)	\$20	\$20	\$ _____

Please note: Regular registration rates will be applied to your registration fees if your registration **and** payment are not received or postmarked on or before **19 August 2011**.

Subtotal: \$ _____

Symposium Survey

Only answer the following questions if you are attending the Special Symposium on Wednesday, 21 September 2011. For all questions, please select all responses that apply to you.

- In which of the following quality areas are you most experienced?
 GCP GLP GMP Medical Devices Other: _____
- What position or role(s) do you hold in your organization?
 Management Quality Assurance Quality Control Study Director Other: _____
- How many years have you held this position?
 5 years or less 6-10 years 11-15 years 16 years or more
- In which of the following areas are you most interested?
 GCP GLP GMP Quality System Regulation
- In which of the following settings do you work?
 Animal studies Medical devices Pharmaceutical/Regulated manufacturing Pharmaceutical/Regulated research
 Testing for GLP in support of GMP Other: _____

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SQA Quality College, Special Symposium and Regulatory Forum

Registration Form, continued

Please return form and direct questions to:
Society of Quality Assurance
 154 Hansen Rd., Suite 201 • Charlottesville VA 22911 • USA
 Telephone: +1.434.297.4772 • Fax: +1.434.977.1856
 Website: www.sqa.org • E-mail: sqa@sqa.org

Visit www.sqa.org/qualcol to register online with a credit card.

Registrant Name (from first page): _____

Quality College Course Registration:

Please mark all that apply:

*2011 membership dues must be submitted to SQA to qualify for member rates.

Member Rates*

	Early	Regular
	On or before	After
	19 Aug 11	19 Aug 11

- | | | |
|--|----------|----------|
| <input type="checkbox"/> 1-Basic Training: GLP (Mon.) | \$395.00 | \$455.00 |
| <input type="checkbox"/> 2-GCP: Understanding the Basics (Mon.) | \$395.00 | \$455.00 |
| <input type="checkbox"/> 3-Basic Computer Validation (Mon. - Tues.) | \$725.00 | \$785.00 |
| <input type="checkbox"/> 4-SQA Leadership Development (Mon. PM) | \$0.00 | \$0.00 |
| <input type="checkbox"/> 5-Current Topics in GLP (Tues.) | \$495.00 | \$555.00 |
| <input type="checkbox"/> 6-GCP: Beyond the Basics (Tues.) | \$495.00 | \$555.00 |
| <input type="checkbox"/> 7-21st Century Bioanalyses (Thurs. PM) | \$275.00 | \$335.00 |
| <input type="checkbox"/> 8-Development of Multiple Choice Questions (Fri.) | \$0.00 | \$0.00 |

Nonmember Rates

	Early	Regular	
	On or before	After	
	19 Aug 11	19 Aug 11	

- | | | | |
|-----------------------------|----------|----------|----------|
| | \$545.00 | \$605.00 | \$ _____ |
| | \$545.00 | \$605.00 | \$ _____ |
| | \$875.00 | \$935.00 | \$ _____ |
| FOR SQA MEMBERS ONLY | | | |
| | \$645.00 | \$705.00 | \$ _____ |
| | \$645.00 | \$705.00 | \$ _____ |
| | \$375.00 | \$435.00 | \$ _____ |
| | \$0.00 | \$0.00 | |

Subtotal: \$ _____

Subtotal from page 1: \$ _____

TOTAL: \$ _____

Please note: Regular registration rates will be applied to your registration fees if your registration and payment are not received or postmarked on or before **19 August 2011**.

Special Meals Requested? **Vegetarian** **Vegan** **Kosher**
 Emergency Contact: _____ Phone: _____

Payment Method:

Enclosed is my check made payable to the Society of Quality Assurance. Check number: _____

Charge total registration fees to the following credit card: **Visa** **MasterCard** **AmEx**

Card Number: _____ Exp. Date: _____ Security Code: _____

Cardholder Name (as it appears on credit card): _____

Cardholder Billing Address: _____

Cardholder E-mail Address: _____

Cardholder Phone Number: _____

Cardholder Signature: _____