2023 In-Person University Research Symposium Registration Information

All students must register initially to complete a poster presentation. Register only once for each project. If changes later need to be made to your registration or you have questions, please email symposium@ilstu.edu.

Please be sure to thoroughly read the information below before accessing the online registration form!

- All presentations are poster presentations unless you know your mentor or program is hosting an in-person or virtual oral presentation session.
- Read the symposium Guidelines for complete details, including, how to get your poster printed at no cost to you.
- Only currently enrolled Illinois State University students, under the direction of an Illinois State University faculty mentor, may participate in the Symposium.

**PLEASE NOTE:** The university will follow the most up-to-date health and safety guidance and will adjust accordingly when necessary.

**GROUP POSTERS:**
Group presenters must designate a primary/lead group member. The primary/lead group member is responsible for registering the group and will be the main contact for the group. When registering, the primary/lead group member will submit all the required project and group information.

**GROUP INFORMATION**
To register a group the primary group member needs:
- **Faculty Mentor Information:**
  - First & Last Name
  - ISU Email address
  - Department
  - Abstract Approval
- **Group Member Information (for each member):**
  - First & Last Name
  - ISU Email Address
  - Department
  - Graduate/Undergraduate
    - Undergraduate year in school (freshman, sophomore, etc.)

**AUTHORSHIP LISTING:**
Each discipline has its own norms regarding the proper order for multiple author listings. Please consult your mentor to determine the order for an author listing. This is not a required field.

**ABSTRACT:**
Your abstract must have been approved by your faculty mentor. Copy and paste your mentor approved abstract into the appropriate field and upload a PDF version of the abstract file directly into the field provided on the registration form.
ORAL PRESENTATIONS

Should your department, school, or faculty mentor later decide to host their own in-person or virtual oral presentation session, you may have the option of giving an oral presentation. This option applies only to events that meet all the following qualifications:

- arranged by the department/school mentor
- scheduled on the day of the Symposium or within a day of it
- registered with Symposium staff, and
- open to the public

Contact your department, school, or faculty mentor to inquire if they may be planning such an event. If your department/school does offer an oral event and you decide to participate in the oral event rather than presenting a poster, please contact symposium@ilstu.edu to inform of your decision.

IMPORTANT FINAL REGISTRATION STEPS:
After registering, a copy of the online registration ‘confirmation/receipt page’ will be automatically forwarded via email to you and to your faculty mentor. Your registration will not be complete until it has been approved by your faculty mentor. Mentor approvals should be sent via your mentor to symposium@ilstu.edu

CONFIRM YOUR REGISTRATION:
To confirm that your online registration and mentor approval have been received at the Graduate School, please check the registration confirmation listings after January 23, 2023, on the symposium website. This list will be updated once a week after this date.

2023 In-Person University Research Symposium
April 14, 2023

A.M. Session 
(9:00 a.m. – 11:00 a.m.)
Register Here

P.M. Session 
(1:00 p.m. – 3:00 p.m.)
Register Here

Registration closes on February 17, 2023, at 11:59pm CST
Registration problems? Contact 309-438-2583 or symposium@ilstu.edu

If you need a special accommodation to fully participate in this event, please contact the Graduate School at (309) 438-2583.