Symposia Timeline

JANUARY
- **January 13**: Application Deadline
- **January 27**: All Administrative Fees Due
- **January 27**: Last day to cancel, 30% cancellation fee applied
- Submit Registrant List Order Forms and (review all policies)
- ACP review of invitations/mailers for all Symposia mailings (prior to printing – must submit with Registrant List order form)

FEBRUARY
- **February 25**: Symposia Information Forms due
- Education/Faculty assignments made for observation of each program

MARCH
- **March 19**: Housing deadline
- **March 26**: Last day to order pre-registrant list
- **March 26**: All payments for additional pre-registrant lists must be paid

APRIL
- **April 21-24**: American College of Physicians Internal Medicine Meeting 2020/Symposia Programs Held
- **Post Meeting:**
  - Symposia Survey distributed & collected
  - Enduring Material Notifications Sent to ACP. Refer to page 8 of ISS Guidelines for detailed information.