



11th INTERNATIONAL VETERINARY EMERGENCY & CRITICAL CARE SYMPOSIUM

Atlanta, GA Sept 7 – 11, 2005

SVECCS REGISTRATION & VOLUNTEER INFORMATION

Many students participated with us at IVECCS 2004 in San Diego last year and we welcome your involvement again this year! The VECCS Board is eager to have you and has confirmed the following arrangements:

- VECCS will provide **Complementary General Registration** for those students who work at least 2 half-days as Room Monitors, or Operations Assistants.
- We can utilize approximately **40 students and selection is on a first come first served basis**.
Priority for selection will be as follows:
 - **Member of VECCS and SVECCS**
 - **Member of SVECCS only**
 - **Non-member of either, but volunteering**
 - We will attempt to utilize students from every school from which SVECCS students apply.
- Students must complete and return the **SVECCS Volunteer Application form below**.
Note that upon receiving your form and being accepted as a volunteer, we will complete your Registration and you will be sent a Registration Confirmation # which will allow you to add Limited Enrollment Sessions (for the required fee) to your Registration.
If you volunteer, **DO NOT** complete another Online Registration.
 - Go to our web site (www.veccs.org) and complete the online form for Student Volunteers
 - Form below can be returned as an email attachment to Donna Sullivan in our office (Donna@veccs.org).
 - You may also fax the form to Donna at: **210-698-7138**
- You will be notified of your assignment in early July.
- Should you not complete your agreed upon work schedule, you will be billed for Student Onsite Registration fees.
- A **Reception for students, residents, interns and SVECCS Advisors** will be held at IVECCS Friday evening, **sponsored by Nestle-Purina**.

The IVECCS Program Brochure will be available in hard copy approximately April 10th 2005 and may be viewed on our web site www.veccs.org.

Travel and hotel assistance can be obtained by contacting Hyatt Regency (800-233-1234) or our IVECCS Travel Agent, AJ Travel (800-344-8456). Rooms in addition to the Hyatt Regency Atlanta (Headquarters hotel) can be obtained by calling AJ Travel who can make the reservations for you for the type (price range) room you prefer.

Please contact me at 210-698-5575 (email: stamp@veccs.org) if you have a question or need assistance. Thanks for your help. We look forward to having you with us at IVECCS 2004 in San Diego.

Best Regards,

Gary L. Stamp, DVM, MS
Diplomate, ACVECC
Executive Director, VECCS

SVECCS VOLUNTEER APPLICATION
for
IVECCS 2005

Please complete the following form and submit by mail (retain a copy), email or fax if you *want to be considered for an IVECCS Student Volunteer* position. Selections and will be made in mid-late July, 2004 and work assignments shortly there after however, we will accept volunteers until we have all positions full.

Name/Ms/Mr: _____ Veterinary School: _____
Home Address City: _____
State: _____ Zip _____ Ph (H) _____ Ph (Alt) _____
Fax: _____ Email: _____
Class status (1st year, 2nd year, etc): _____ Days available (Dates/times onsite at IVECCS): _____
I am a current member of: SVECCS: _____ VECCS: _____
Preferred Duties (see descriptions below): Room Monitor: _____ Operations Assistant: _____ No Preference: _____
Preferred Dates/Times to work. See Program grid for Course #s. (Note – Assignments must made in ½ day blocks):
1st Choice: _____ Preferred Course #s _____
2nd Choice: _____ Preferred Course #s _____
3rd Choice: _____ Preferred Course #s _____
4th Choice: _____ Preferred Course #s: _____
Return Form to Attention of: Donna Sullivan, VECCS Office or Fax to: 210-698-7138
6335 Camp Bullis Rd, # 14 or email to: donna@veccs.org
San Antonio, Tx 78257

Description of Duties:

Duties will allow students to be involved in IVECCS while attending the lectures and Limited Enrollment Sessions (LES) they are interested in. generally, student volunteers are utilized in one of three ways:

a) Room Monitors:

- **For Limited Enrollment Sessions** (LESs) monitor entrance into the courses (Labs, Workshops, and Discussion Sessions), take tickets for these additional fee courses; assist the instructor(s) if necessary with set-up, other miscellaneous tasks. Be at the session 30 minutes prior to start and remain 30 minutes after it begins.
- **For Core Lectures**, assist the Moderators who have the responsibility for running the program in that room. Student volunteers will check badges of registrants to verify he/she is eligible to enter, assist with the lights, the sound, room temperature, the need for more chairs, etc. Students would assist the Moderators (i.e. while Moderator introduces the speaker, the student adjust the lights and monitors the entry of attendees.)

b) Operations Assistants: Performing miscellaneous duties as needed to assist the Registration and Floor Operations Staff, such as answering phones, copying handout materials, assisting with room-set-ups, etc.

Once we receive the list of students who would like to work, we will develop a schedule and send to each volunteer selected. Orientation meetings will be held at IVECCS to outline your duties and assignments. **Remember, to get the free registration, you must work at least 2 half days.** See you in Atlanta!

Gary L. Stamp, DVM, MS
Executive Director, VECCS