

## AIRP

Registration begins at 7Am on the first monday of your course. Attendance will be taken with an audience response keypad, which will be located in your registration packet along with instructions. If you are a resident, attendance will be reported to your program director upon completion of the course.

- Please note that the AFI Silver Theatre does not have capacity for individual laptop power outlets at each seat. There are designated charging outlets at the rear of the theater and along the back 6 rows, every-other-seat or so of the theater, identified by a green light.
- Cell phone usage in the theater during the course is not allowed. No videotaping of the lectures will be permitted.
- A box lunch will be provided to you on the first day of the course; you will be responsible for your own lunch for the remaining course days. There are numerous local restaurants within walking distance of the theater.
- Syllabus instructions will be provided to you one month prior to course start date.

Once you are notified the online case submission program can be accessed at [http://www.airp.org/case\\_prep.html](http://www.airp.org/case_prep.html). Here, you will find step-by-step instructions on how to submit your case. Please note if your registration has not been paid by your institution, you will not have access to case submission until payment is received.

**SLIDES!** Pathology slides, Paraffin blocks, or Virtual slides are required for ALL CASES, except for those who have been granted a pathology waiver by an AIRP Section Head. Please check the number printed on your slides. If this number does not match the specimen ID number you entered for your online case submission from the pathology report(s), we cannot accept them. **A print-out of the Case Data Entry form and a signed copy of the pathologist's Verification/Consent Forms** are required to be submitted with your slides. These forms are available after completing Case Data Entry and uploading a pathology report in the online case submission.

No slides will be collected on the first day of the course! Slides will be submitted by organ system and collected during the first two weeks of the course ([see slide submission schedule here](#)).

Attached you will find a guide for downtown Silver Spring and housing options during our course. They can also be reviewed on our [AIRP website](#).

We are excited to have you join us for this exciting course. For course registration or log-on questions, please submit your inquiries to [AIRPRegistrations@acr.org](mailto:AIRPRegistrations@acr.org) or call 1-800-373-2204.

Please visit us at [www.AIRP.org](http://www.AIRP.org) or on our Facebook page <http://www.facebook.com/radpath> .

Thank you,

AIRP Staff and Faculty

Course Related Questions:	Case Submission Questions:
Obsie Debela, MSA	Jenette Parish

AIRP Course Coordinator	AIRP Case Archivist
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