# College Prep Conference & College Fair
Online Registration

Register 1-9 individuals, single payment

(Best for families with multiple participants)

😃 Participate as an individual →

1. **Select the total number of students and parents**

Join as an individual

REGISTRATION TYPE	SALES END	PRICE	FEE	QUANTITY
Student Registration Select total number of students in this registration.	Aug 3, 2014	$15.00	$0.00	0
Parent/Adult Registration For adults planning to attend. NOTE: 8th graders MUST be accompanied by an adult	Aug 9, 2014	$15.00	$0.00	0

2. **Click Register**
   a. If paying by cash or check in the CLD office OR companies being invoiced:
      i. Click "Show other payment options"

VISA MasterCard AMERICAN EXPRESS DISCOVER **Register**
Show other payment options

3. **You will be given 60 minutes to register, before your reservation is released to others.**

Registration Information

59:46 Please complete registration within 60:00 minutes. After 60:00 minutes, the reservation we're holding will be released to others.

Organizer

Center for Leadership Development

Buyer Information: Name of individual making payment

Registration: Student Information
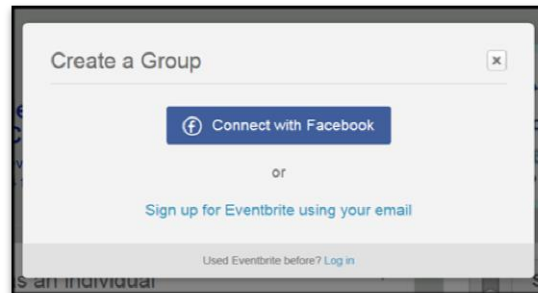
4. **Click PAY NOW** **Pay Now**

Your registration is complete! Look for confirmation and more details on the event.
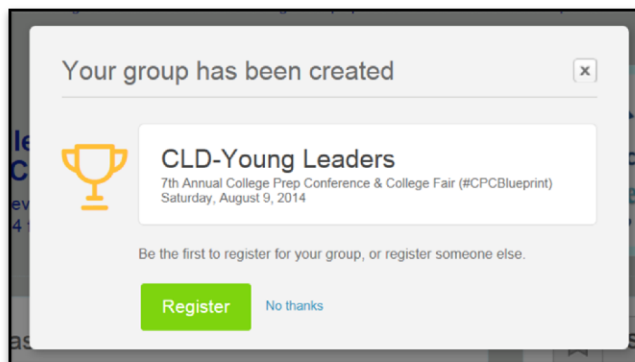
Want to form a group?

(Best for large groups *i.e. community groups, schools churches etc.***)**
Individuals creating groups are considered Group Leader/Manager. Group Leaders may choose to register all participants at once and/or issue a group password for members to register individually. Manage your group by personalizing your group page, inviting attendees, messaging group members and MORE!

1. **Click Create a Group. You must sign up for Eventbrite using your email or Facebook.**

2. **Once your group is created, Group Leaders must create the group and password. Group leaders are responsible for distributing passwords to group members registering individually.**

Register
Group Manager may choose to register for the event and/or register group members. If registering now, proceed with instructions below.

3. Select the total number of students and parents prepared to register in one setting (0 OR 10+)
4. Click Register
   a. If paying by cash or check in the CLD office OR companies being invoiced:
      i. Click "Show other payment options"
5. You will be given 60 minutes to register, before your reservation is released to others.

Buyer Information: Name of individual making payment

Registration: Student Information

6. Click PAY NOW

Your registration is complete! Look for confirmation and more details on the event.

Need to become a member of a group?

(Best for large groups with non-related members *i.e. community groups, schools churches etc.***)**.

Must be an existing group for this year's event, created by an Eventbrite account holder.
GROUP MEMBERS MUST HAVE GROUP PASSWORD FROM GROUP LEADER

1. Enter existing group name and password

2. Select the total number of students and adults

3. Click Register
   a. If paying by cash or check in the CLD office OR companies being invoiced:
      i. Click "Show other payment options"
4. You will be given 60 minutes to register, before your reservation is released to others.

   Buyer Information: Name of individual making payment

   Registration: Student Information

5. 5. Click PAY NOW

Your registration is complete! Look for confirmation and more details on the event.