http://secure.aacu.org/store/events/registration.aspx?event=instild16

Scroll down and click “Login to Register”

You must be logged in to register. After

LOGIN TO REGISTER

If you don’t have login you can create a new account. Make sure you affiliate yourself with the correct institution when creating an account. If you need assistance with login or creating a new account, please contact support@aacu.org.

Once logged in, you need to select if you are registering yourself or someone else from your institution.

1. Registering yourself

Scroll down and select “register yourself".

REGISTER YOURSELF REGISTER SOMEONE ELSE

Fill in the appropriate information on the registration page and add registration to the shopping cart.

BACK ADD TO CART REGISTER SOMEONE ELSE

After your registration is in the shopping cart you can either select to register someone else or checkout.
You must go through checkout process but won't be asked for any payment information. You are registered when you receive a confirmation page.

2. Registering someone else from your institution

If you select this option you must select a person from the company roster and follow steps above to register him/her.

If the person is not on the roster you can add him/her to the company roster. Just scroll all the way to the bottom and select “Add person to this list”