


How to Add the National Ag Ed Summit to a previously purchased NAAE Convention Registration

1. In your registration confirmation email, there is a link to the Attendee Service Center, as well as your login (the email you registered with), and a randomly generated password (blacked out). IF YOU DO NOT HAVE YOUR CONFIRMATION EMAIL, YOU WILL NEED TO CONTACT ACTE AT 1.800.826.9972 FOR ASSISTANCE WITH LOGIN INFORMATION.

Click below to download your invoice to print and keep for your records :



Click to View
Attendee Service Center
https://www.careertechvision.com/registration_update.cfm


Login: kwood.naae@uky.edu
Password: ██████████

Bring Your Confirmation! Simply print this page to include the above bar: Registration desk which will be located in the Tower View area at Henry E badge will be printed onsite in seconds!


Plan Ahead

2. Click the link, and login using the provided credentials. It will take you to this page:


HOME RATES PROGRAM EXPO TRAVEL SERVICE CENTERS STEM IS CTE VISION 2017



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Build Your Schedule

Search Options

Title	<input type="text"/>
Speaker's Name	<input type="text"/>
Session Date	<input type="text"/>



 [Register](#)  [Printer Friendly](#)

3. Roll over the "Service Centers" tab in the orange bar, and in the dropdown menu, select "Registration Edit"

- This window will appear. Click the highlighted Edit button.

Registration Edit

Edit your registration information below.

#	Create Date	Attendee Name	Edit	Confirmation
1	06/18/2018	Katie Wood		

- It will show your previously entered contact information. Scroll to the bottom and hit “continue” if nothing has changed.
- The next page will navigate to the Events available for Registration. Click on the highlighted National Ag Ed Summit under Vision 2018 Events to select it. Do not worry about NAAE still being checked. It will not charge you again.

Registration Edit

Conference Registration Fees

Please select your registration fee below. Register early and save!

Interested in membership? Receive up to \$180 off your registration fee by joining ACTE's thriving community of CTE professionals and gain access to a wealth of world-class CTE resources. Learn more at www.acteonline.org/join.


QTY	VISION 2018 AND CAREERTECH EXPO	EARLY BIRD-BY 7/13
<input type="checkbox"/>	VISION & CareerTech Expo Non-member Includes NAAE program/track	\$585.00
QTY	ONE DAY VISION 2018 AND CAREERTECH EXPO	EARLY BIRD-BY 7/13
<input type="checkbox"/>	Thursday Only Non-Member	\$325.00
<input type="checkbox"/>	Friday Only Non-Member	\$325.00
QTY	VISION 2018 EVENTS	EARLY BIRD-BY 7/13
<input checked="" type="checkbox"/>	National Ag Ed Summit	\$100.00
<input type="checkbox"/>	STEM is CTE Symposium Includes Saturday morning VISION sessions, lunch & afternoon Symposium.	\$95.00
<input type="checkbox"/>	ACTE Excellence Awards Banquet (Additional Fee Required) Wednesday, November 28, 2018, 7:00 PM - 9:00 PM (Room: Lonestar DEF - Grand Hyatt San Antonio)	\$80.00
QTY	COMPANION EVENTS	EARLY BIRD-BY 7/13
<input type="checkbox"/>	CTE Research and Professional Development Conference (ACTER)	\$190.00
<input checked="" type="checkbox"/>	NAAE	\$335.00

7. After clicking to continue, you will be able to review your registration changes. Notice the record of payment for the NAAE Convention registration already.

Registration Edit

Review

Review the information below to confirm your registration is correct. Then, click **Continue** to submit your payment and complete the registration process.

Qty	Description	Amount
	Katie Wood (NAAE)	
1	National Ag Ed Summit	\$100.00
1	NAAE	\$335.00
1	Payment by AMEX Katie *1180	(\$335.00)
		Balance Due \$100.00

Back

Continue

8. If everything is correct, hit continue and then you will be prompted for your payment method and will receive an updated confirmation email once payment is processed.

You are now registered for the National Ag Ed Summit!