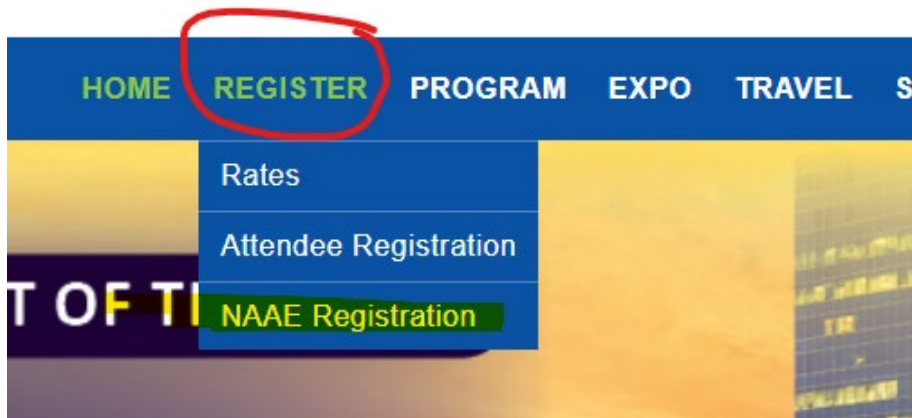


Registering Multiple Attendees for NAAE Convention/ACTE CareerTech Vision

If you are registering multiple people, please be prepared to register them in one sitting, under one account. If you need to register additional people at a later time, you will need to log in to a different account to register them.

1. Navigate to ACTE's CareerTech Vision homepage: www.careertechvision.com
2. Hover over the REGISTRATION tab, and select NAAE REGISTRATION



3. You will then be prompted to login. Your login information will be the email address used for your ACTE membership.
 - a. If you cannot remember the email address used or your password, please click the "Forgot Password" link to reset your information.
 - b. If you do not have ACTE membership, or are administrative staff registering participants, and do not have an account, click on "[Create an Account](#)"
 - c. If you need further assistance, please reach out to memberservices@acteonline.org for support.
4. Once logged in, you will land on this page. Click "Start"

NAAE REGISTRATION

Search

If your name is displayed below, please select the radio button next to your name and click on "Start" below to begin!

Individual Name	Company Name	Member Status
<input checked="" type="radio"/> Wood, Katie	NAAE	Non-Member

- Complete the basic registration contact information on the next page.
- Select your NAAE Registration option. If you do not see an option for an NAAE Registration rate, you are on the main ACTE registration page and should navigate to the NAAE REGISTRATION page in Step 2. Remember registering for NAAE Convention also registers you for ACTE CareerTech Vision, but the NAAE member cost is less expensive.

NAAE REGISTRATION

Registration Fees

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

Clear Selection


<input checked="" type="checkbox"/>	NAAE ONSITE	SUPER EARLY BIRD - THRU 7/31
<input checked="" type="checkbox"/>	NAAE Member	\$350.00
<input type="checkbox"/>	NAAE Non Member	\$585.00
<input type="checkbox"/>	NAAE Senior	\$205.00
<input checked="" type="checkbox"/>	NAAE ONE DAY ONSITE	SUPER EARLY BIRD - THRU 7/31
<input type="checkbox"/>	Friday, December 2 Member	\$235.00
<input type="checkbox"/>	Friday, December 2 Non Member	\$445.00
<input checked="" type="checkbox"/>	TOURS	PRICE

- Click Continue at the bottom of the page once all selections are made.
- Once on the review page, you can click continue if this is your **only** registration.
- OR, if you are registering multiple people**, click the "Add Additional Attendees" button (see picture below)

NAAE REGISTRATION

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	NAAE Member	\$350.00
	Balance Due	\$350.00

Enter your discount code in the box provided below. Then, select the Apply Discount button.

Group Registration

GROUP REGISTRATIONS: To create a group and be eligible for any applicable group discounts you must register everyone at the same time. Click on the **"Add Additional Attendee"** button below and complete the form. Repeat the process for each additional attendee. Click "Continue" to proceed to payment and complete the registration.

10. You will be redirected to this page to enter the email address or ACTE number of your next attendee.

NAAE REGISTRATION

Search

Please enter your additional attendee's email below and then **select on the search button** to begin. You **MUST** click on search so their membership record or past registration record can be found to obtain the proper registration rates!

Enter your ACTE ID number in the field provided

ACTE ID number

Email

11. Repeat Steps 5-9 until all registrations are entered.

12. Proceed to payment page to check out.

Questions? Please contact ACTE staff at registration@acteonline.org or 800-826-9972 should you have any questions regarding your registration. We look forward to seeing you at NAAE Convention!