



The Standard for Spiritual Care & Education

## ACPE Event Registration Instructions

### 1. Select “Register Now” on event landing page.

The screenshot shows the ACPE website navigation bar with links for Programs, Education, Membership, Give, and News & Resources. The main content area features a sidebar with 'In This Section' including Annual Conference, Communities of Practice Gatherings, Webinars, and Events Calendar. The main heading is 'Communities of Practice Gatherings'. Below the heading, there is a 'REGISTER NOW' button circled in red with an arrow pointing to it. To the right of the button, the 'Member Price' is listed as \$140 and the 'Non-Member Price' is \$180. A paragraph of text follows: 'During this time of radical transition and heightened uncertainties, we feel especially called to maintain our connections and offer our annual workshops, training, and support. We invite you to join us as we come together for learning, relating, and moving forward together into this new frontier.'

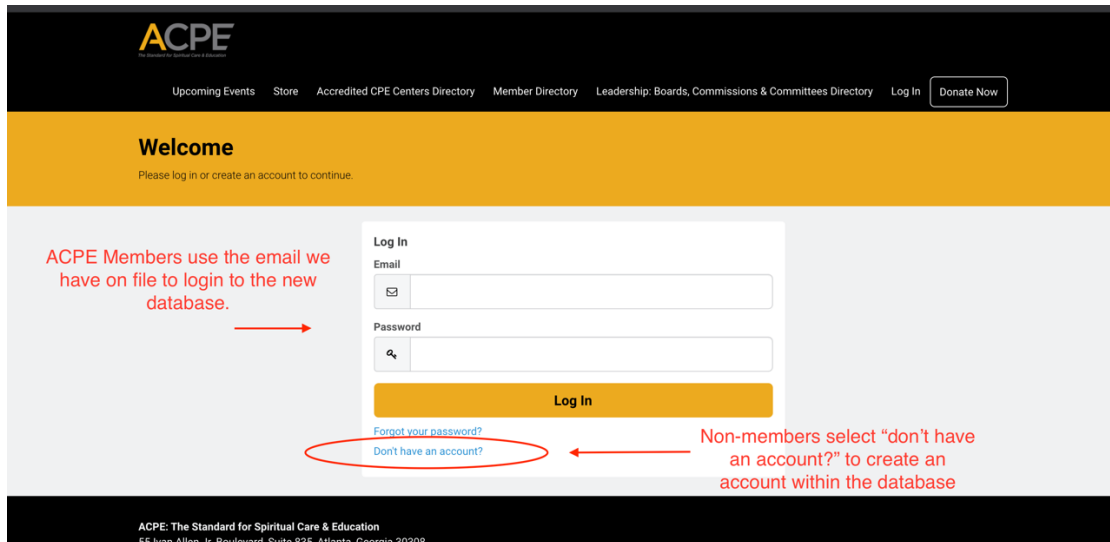
### 2. If you are not logged in already, select “Log in to Register”.

The screenshot shows the ACPE website navigation bar with links for Upcoming Events, Store, Accredited CPE Centers Directory, Member Directory, Leadership, Boards, Commissions & Committees Directory, Log In, and Donate Now. The main heading is 'The Gathering of Spiritually Integrated Practitioners'. Below the heading, there is a 'Log In to Register' button circled in red with an arrow pointing to it. Below the button, there is a table with the following data:

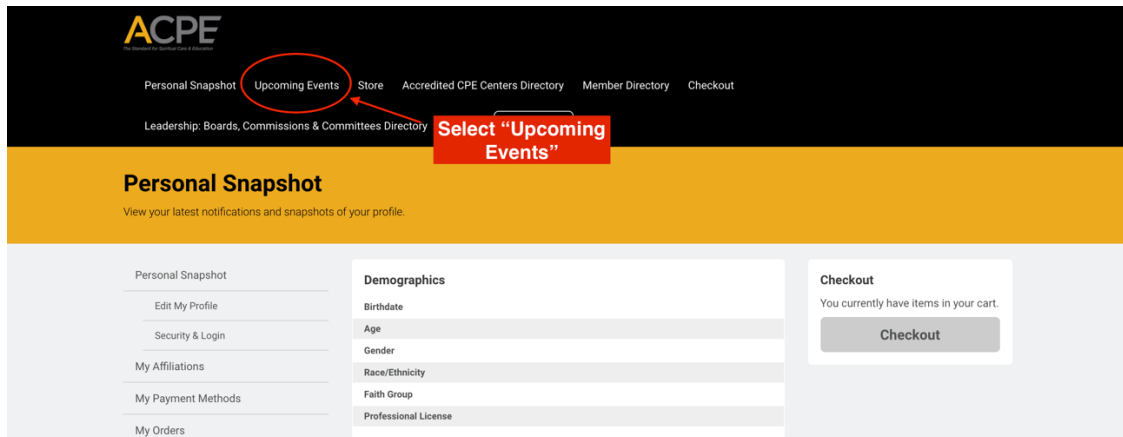
When and Where	
Start Date	10/16/2020 12:00 PM EDT
End Date	10/18/2020 10:45 AM EDT
Location	Virtual
City	Atlanta
State/Province	GA

Below the table, there is a paragraph of text: 'During this time of radical transition and heightened uncertainties, we feel especially called to maintain our connections and offer our annual workshops, training, and support. We invite you to join us as we come together for learning, relating, and moving forward together into this new frontier.'

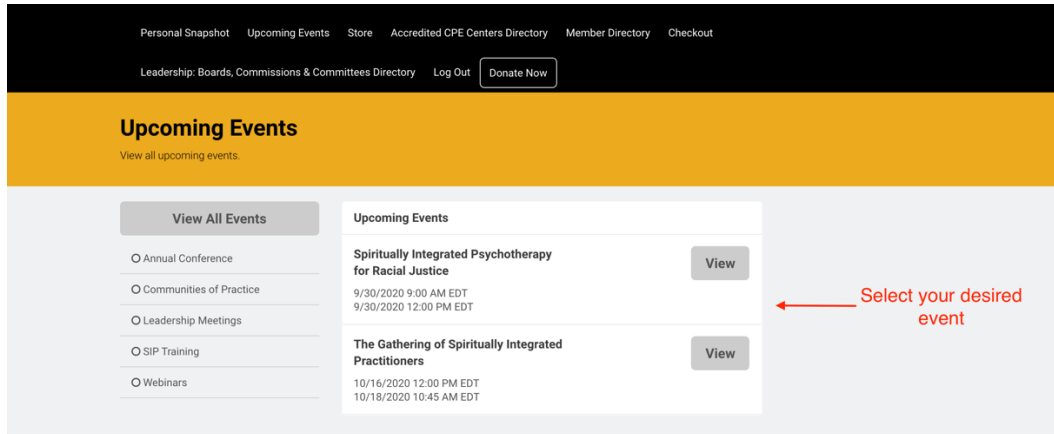
3. ACPE Members will use the email address we have on file to login. Non-members will select “don’t have an account?” to create an account within the database.



4. If you are not re-directed to the event registration once inside the database, select “Upcoming Events”.



5. Choose your desired event from the Upcoming Events page.



6. Proceed to register for your event.

