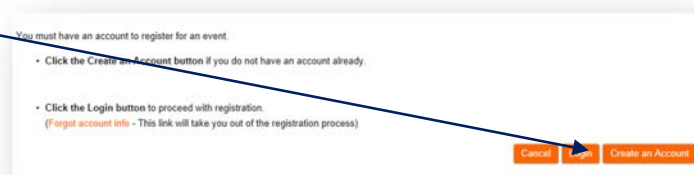
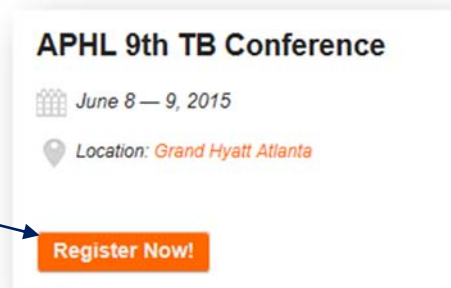


Step by Step On-line Registration Instructions

Register for an Event

1. Select "Register Now" from the left of the event detail screen.
2. Log into your account when prompted (if you do not have an account, you will need to create an account and then come back to these steps to register for the event – see the directions on the next page to create an account).
3. Select a registration type. (if you do not select a registration type, the box in "event fees" will not appear).
4. Select the applicable event fee box.
5. Select any/all sessions (if applicable).
6. Select "add to cart".
7. On the next screen verify the event and price, select "check out".
8. Verify your contact information and enter payment information, select "continue".
9. Confirm the complete order, select "submit order".
10. A screen will appear with your confirmation. You will also receive an email confirmation letter.



registrant name: Von Hatten Melissa
organization name: Association of Public Health Laboratories
phone: 240.485.3820
email: melissa.vonhatten@aphl.org
address: Shipping: 8515 Georgia Avenue, Suite 700
address preview: Ms. Melissa Von Hatten, MS, MT(ASGP)
Information Systems Manager
Association of Public Health Laboratories
8515 Georgia Avenue, Suite 700
Silver Spring, MD 20910
registrant type: General Registrant

event fees

Product	Price	Member Type	Category
Combined APHL/UNTCA Meeting - APHL 9th National TB Laboratory Conference	500.00	[Any]	
☐ General Registrant - APHL 9th National TB Laboratory Conference	250.00	[Any]	
☐ One Day - APHL 9th National TB Laboratory Conference	150.00	[Any]	

sessions

Product	Price	Capacity	Available	Starts	Ends	Comments
☐ Special Accommodations	0.00					available
☐ Vegetarian	0.00					available

total 0.00
recalculate

Cancel Add to Cart

New User/Create an Account

1. From the log in screen, select “create an account”.
2. Follow the screens to move through the three steps to create your account. Enter your information in the fields provided, note fields with an * are required.
3. On Step 1; enter your personal information. Your log in or user ID will be your email address. Create a password and write it down for future reference. Select “next step” to proceed.
4. Enter information about your organization on step 2. Select “add organization information”. You will be able to search for your organization, if it is not found in the database you can add the information. Select “next step” to proceed.
5. Enter your mailing address on Step 3. Select “review and confirm” to proceed.
6. Review the information you entered and select “finish” to create your account.
7. You will see a confirmation screen and an email will be sent to you once the account is created.
8. Your account has been created, now you need to register for the event.
9. Go back to the event and complete the registration process – see the previous directions to log in and register for the event if needed.

You must have an account to register for an event.

- New to APHL? Need an account? Click here: [Create an Account](#)
- Forgot your Account User Name and/or Password? Click here: [Forgot Account Info](#)
- Exit Event Registration. Return to APHL Events. Click here: [APHL Events](#)
- **Already Have an Account? For Event Registration, click Login:** [Login](#)

Edit Account | Step 2 of 3

ORGANIZATION INFORMATION

You have no organization information.

☒ Add organization information

☐ Choose not to add organization information

[NEXT STEP >](#)

Search for your organization

Enter your organization's name and/or the zip code to see if your organization is already

Please be sure to search on all or part of your organization's full name, not an abbreviation. "APHL" you could enter "Association of Public Health Laboratories" or just "Associatio

Organization Name:

Zip Code:

[Go](#)

Confirm Account Details

You have created a user account on APHL.org.

By creating an account with APHL, you now have access to content and features on the aphl.org site and the ability to register for programs such as teleconferences and conferences with APHL and/or the National Laboratory Training Network (NLTN).

You can get started by visiting the [APHL.org homepage](#).

If you would like to register for a training program, [please review our course offerings](#).

To manage your account (change your password, see your transactions, apply to be on a committee and more) visit the [MyAPHL](#) link found at the top right of all APHL.org pages.

If you need assistance with your account or logging in, please contact info@aphl.org.

For other questions or feedback regarding APHL.org contact the Website Specialist, Matthias Martin, at matthias.martin@aphl.org.

Thank you!