

Things you should know before registering:

What's New:

1. Registration is much shorter and will take about 5 minutes to complete.
2. In order to keep our conference prices low, the Awards Gala is now an add-on option and is no longer included in the conference registration. The Awards Gala ticket price is kept at cost for our partner campuses.

Payments:

1. Payment will be required at the time of registration. We accept credit cards and purchase orders. If your institution is paying, you will need to have the P.O. number available for registration.
2. If you are exempt from payment, you will be required to enter your comp code during registration.

Awards Gala Tickets:

1. If you are purchasing more than your own, individual Gala ticket, you will be required to provide names and meal choices for each of your guests at the time of registration. You will be able to pay for all tickets and your conference registration at one time using the payment link and selecting the number of tickets you wish to purchase.
2. If you are purchasing a table, you will be required to designate a table host who will act as the liaison between ICC and the table guests (additional instruction on the registration form). Only one person needs to register for a table purchase; all guest names and meal choices will be collected via email. Please select the Awards Gala Dinner Table option during registration and on the payment link.

Date & Location:

1. This year's conference will be on a *Monday* and *Tuesday*, February 27-28, 2017.
2. The conference will be held at the [Marriott Indianapolis North](#). Our conference room rate is \$131. You can make reservations [online](#) or call 800.228.9290 and reference Indiana Campus Compact.

Fine Print:

1. Refunds will be offered for conference registrations until January 1, 2017 minus a \$50 processing fee. We will not offer refunds for dinner tickets.
2. Registration will close February 12, 2017.

FAQ:

Q: Why doesn't the payment registration link my colleague forwarded to me work?

A: A unique url is generated by the registration system each time the direct registration link is used. That means a link copied from his or her browser is not the direct link to registration.

Q: Do I have to set up an account for the payment system?

A: Yes, if this is your first time using Indiana University's Office of Conference and Event Registration Services system, you will need to set-up a user account. Once an account has been created, you will

be able to proceed with the process.

Q: Can I register more than one person?

A: Yes, you can register as many people as you wish; however, each individual must be registered separately.

Q: Do I have to pay for each person individually?

A: No, indicate that you'll pay by Purchase Order number and put all registration fees on one check. You must include all registration confirmations with payment.

Q: What types of payment does the online payment registration system accept?

A: You can pay by credit card online or Purchase Order number. Credit card payments will show on your statement from IUBL-CONF. If you are paying for multiple registrations, you will need to pay by Purchase Order number, your invoice is the confirmation email you receive after registration; all confirmations you are paying for must be included with payment.

Checks should be sent (along with a copy of your confirmation) to:
Indiana University
IU Conferences
PO Box 6212
Indianapolis, IN 46206-6212

Note: This is a bank lockbox and cannot accept FedEx/UPS, express mail, or other delivery requiring signature. This address is for payments, only. Do not send any other mail to this address. You must include a copy of your confirmation with your payment.

For questions about payment, contact Melissa Kocias at iuconfs@indiana.edu or by phone at 812-855-4224.

Q: I have questions about my payment, who do I contact?

A: For questions about payment, contact Melissa Kocias at iuconfs@indiana.edu or by phone at 812-855-4224.

Q: I have questions about my registration, who do I contact?

A: Summer Sharp, srsharp2@iupui.edu or 317.274.6500.