ITCP Registration

Link: https://pe.gatech.edu/courses/innovation-and-technology-commercialization-professional-itcp#session-details

1. The link above is the GTPE webpage of the ITCP course. Scroll down to find session details. Click on the circled arrow to reveal more information of the sessions.

SESSION DETAILS

2. You can also click on "Session Details" to check on more detailed information of the session.

SESSION DETAILS

3. Confirm which session you want to join and click on the corresponding "Register" button

4. A pop up should appear that says, "YOUR CART HAS BEEN UPDATED." Please proceed by clicking the hyperlink "proceed to your cart" (circled).

YOUR CART HAS BEEN UPDATED

Innovation and Technology Commercialization Professional (ITCP)
has been added to your cart.
Please continue browsing our site or proceed to your cart.

5. Click "Checkout" on the lower right-hand corner of the page and it will take you to a log in page.
6. Please proceed by clicking on the "Create Attendee Account" if you don't have a log in. The page should be as shown below.

Georgia Tech Main Site   Give   Directory   Sign In   My Cart (1)

Georgia Tech | Professional Education

Home   Subjects   Programs   Georgia Tech Online   Savannah   Event Services   Blog   Q Search

Home » User account

Create Attendee Account	Log in

Enter Attendee Information Below

E-mail *

The email address you select as part of your account login will be used for password reset emails and other notifications such as registration confirmations and reminders.

These emails can sometimes get filtered into spam or are blocked by an organization's firewall.

To ensure you receive email communications from Georgia Tech Professional Education, we recommend using either a personal email address and/or whitelist **pe.gatech.edu** in your email client and in your firewall rules or other security settings (or ask your IT team to do this).

Verify E-mail *

Password *   Password strength:

Confirm password *   Passwords Match:

Provide a password for the new account in both fields.

Legal First Name *   **Preferred First Name** *

Legal Middle Name   **Legal Last Name** *   **Suffix**

- None

Date of Birth *

Please select your date of birth

Month   Day   Year

Address Type *

- Select a value -

Please select your address type

Country *

United States

Address 1 *   **Address 2**

City *   **State** *   **ZIP code** *

- Select -

Organization Name   **Job Title**   **Nation of Citizenship** *

- Select a value -

30 character limit.   30 character limit.

☐ I am also a US Permanent Resident ("Green Card Holder")

US SSN   **Gender**

XXX-XX-   N/A

Last 4 digits only.

Phone Type *   **Area Code** *   **Phone Number** *

- Select a value -

Digits Only - no spaces or characters   Digits Only - no spaces or characters

Create Attendee Account

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84 5th St NW, Atlanta, GA

7. Once you created an account, it will take to a page similar to the one below:
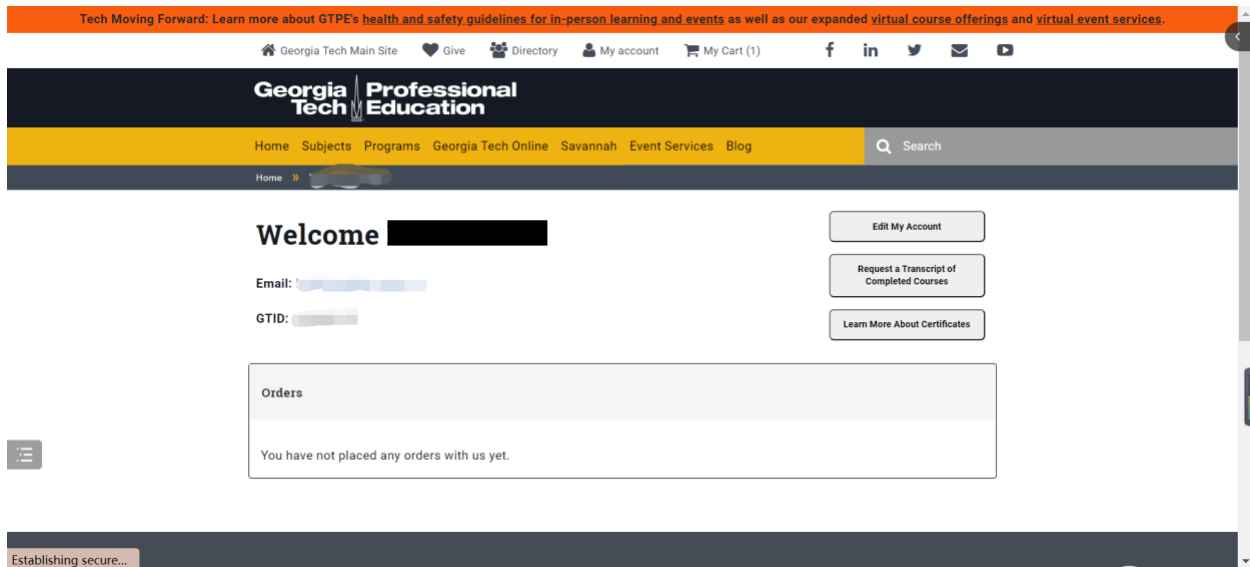
8. Please make a note of your GTID and click on the grey "My Cart" (circled) tab on the upper right-hand of the page. This will take you back to the page shown below:

9. Click on "Checkout" again.

10. Click on "Continue to next page".

11. Select payment, fill out billing information, and other necessary information. Click on "Continue to next page".

Company Name
None Provided

Electronic Check Information

- We suggest using the e-check option only with personal checking accounts.
- Corporate accounts generally fail when the bank receives the transaction from our payment processor and could result in a returned check fee assessed to your Georgia Tech account.
- Corporate customers who wish to pay by check should use the Company Purchase Order payment option.

Payment

- ◉ Credit Card or Electronic Check
- ○ Company Purchase Order

Billing information

Country
China

Full name

Address 1
Greenland Free Trade Area, No.4 Jint

Address 2

City
Beijing

State
- None -

ZIP code

Terms of Service

I have read and understand the Terms of Service for doing business with Georgia Tech Professional Education.

Pay special attention to the withdrawal, refund, and payment policies.

☐ I agree with the Terms of Service *

Continue to next step ›› or   Go back

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**About Us**
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Leadership Searches
Impact Reports
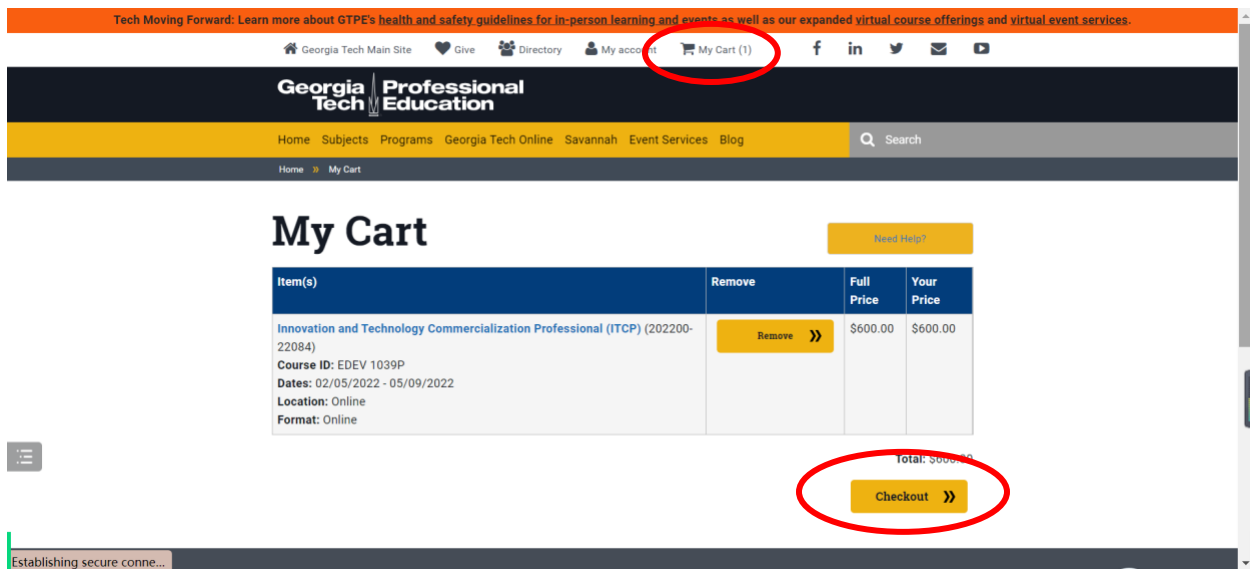Savannah Campus
The Language Institute
Accreditation
Contact Us
FAQs

Visit Us

84 5th St NW, Atlanta, GA 30308
Get Directions
Phone: 404-385-3500

12. Give it a few moments to process.

Processing, Please wait...
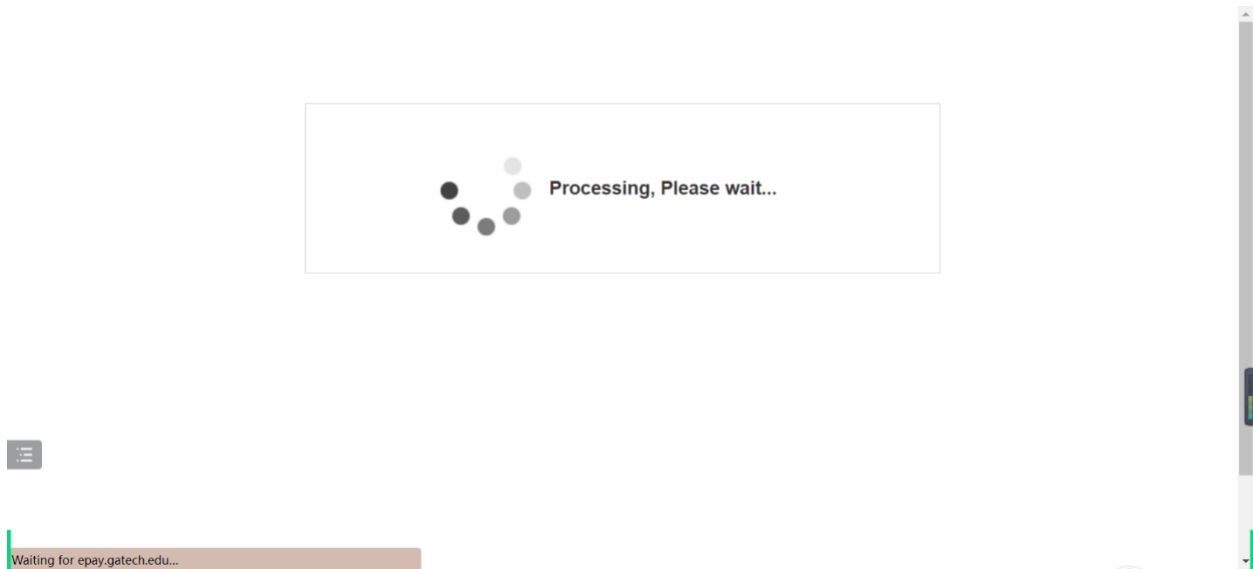
13. Next, you will be directed to the payment page as shown below. Please fill in the necessary information and click "Continue" on the lower right-hand corner.

Georgia Tech | Professional Education

Payment — Confirmation — Receipt

Payment Information   * Indicates required information

Total:	$600.00
Payment Method:*	Credit Card

Account Information   * Indicates required information

Credit Card Type:*	Select a Credit Card Type
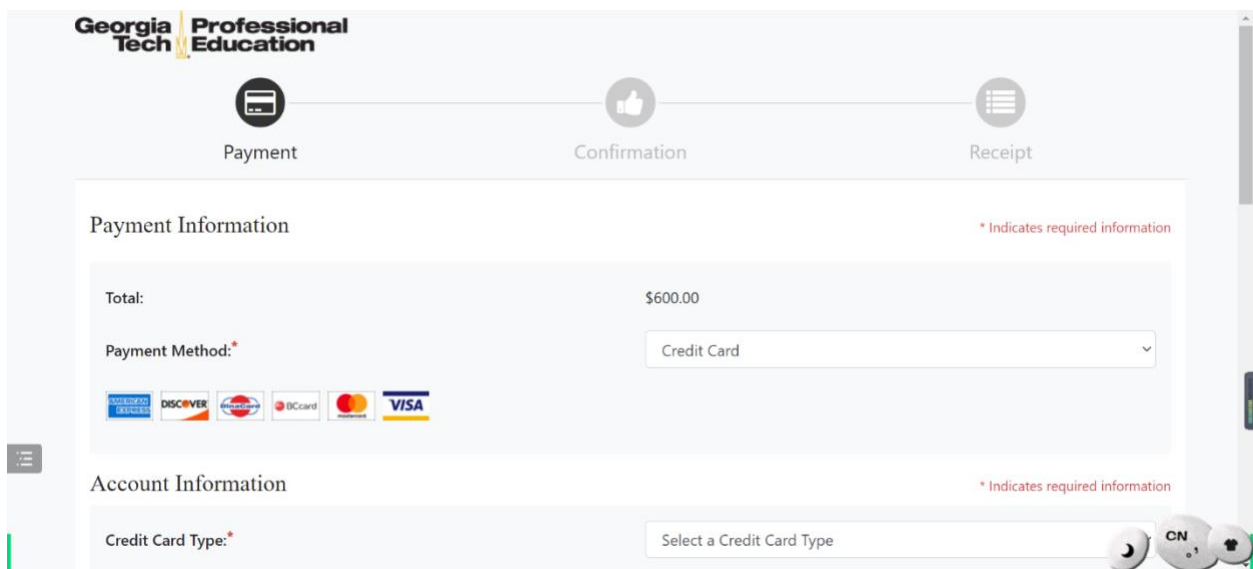
Credit Card Type:*	Select a Credit Card Type ⌄
Account Number:*	Please input the bank card number
Expiration Date:*	02 ⌄ 2022 ⌄
Security Code:*	
	👁 View Example
Name on Card:*	███ Liu

Billing Information

*Indicates required information

Street Address 1:*	████████ No.4 Jinhang West Road
Street Address 2:	
Street Address 3:	
Street Address 4:	

Street Address 4:	
City:*	Beijing
State/Province:*	⌄
Postal Code:*	100000
Country:*	China ⌄

Contact Information

*Indicates required information

Email:*	████████████
Day Phone:	(555) 555-5555

Cancel   **Continue**

14. Confirm your information and click "Continue" again to complete your payment.

Georgia Professional Tech Education

Payment — Confirmation — Receipt

Confirmation

Amount:	$600.00
Date and Time:	2/10/22 1:26 AM
Name on Card:	▆▆ Liu
Account Number:	xxxxxxxxxxxx0301

Back   Cancel   **Continue**

15. You can print receipt or click to finish.

Georgia Professional Tech Education

Payment — Confirmation — Receipt

Thank you! This is your receipt.

Thank you. Please print this receipt for your records. Click the button below to finish your transaction. Do not use your browser's Back button or close this window.

Amount:	$600.00
Total:	$600.00
Date and Time:	2/10/22 1:26 AM
Name on Card:	▆▆ Liu
Account Number:	xxxxxxxxxxxx0301

Account Number:	xxxxxxxxxxxx0301
Card Type:	Mastercard
Reference Number:	20220210000002
External Transaction ID:	▬▬▬▬
System Tracking ID:	▬▬▬▬

*** Card Not Present ***

Print Receipt   Payment Successful. Click to finish.

Help

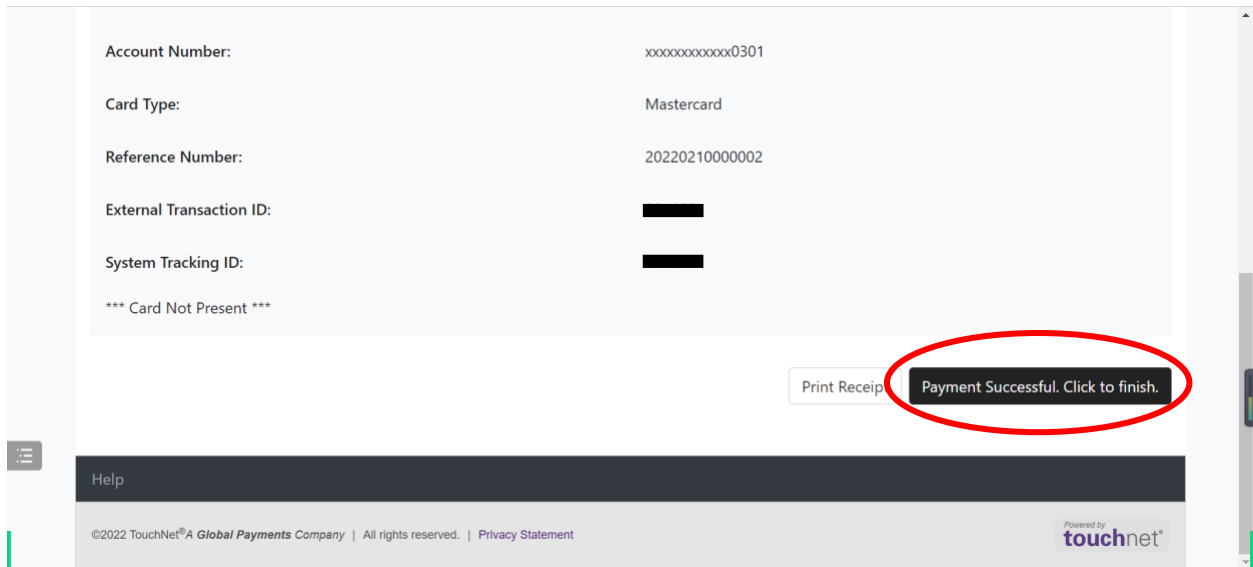16. Congratulations! You are registered for the ITCP course. Please read the next steps. The confirmation email may take longer than we expect. It shows the link to activate your GT account to log in Canvas, the learning platform. We have also prepared the tutorial for account activation. Thank you for your patience!

Tech Moving Forward: Learn more about GTPE's health and safety guidelines for in-person learning and events as well as our expanded virtual course offerings and virtual event services.

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Home » Checkout

Checkout Complete

Thank you for your order! What's next?

You will receive an email confirmation within a few minutes.

You will receive an additional email if you ordered either an online course or a course that requires you to access certain Georgia Tech systems. It will provide instructions for creating a password to your Georgia Tech (GT) account different from your account and password on this website. This email may take up to an hour to reach you.

You can log in at anytime to the GTPE website to review your order details for dates, times, locations and access information for online courses. In addition, you can view the same information directly from the section details link on the course page(s) you just registered for.

You can review the order just completed.

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