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**

<table>
<thead>
<tr>
<th>UPCOMING SESSIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>FEB 12, 2024 - MAY 15, 2024</td>
</tr>
<tr>
<td>MAR 27, 2024 - JUN 28, 2024</td>
</tr>
</tbody>
</table>

| PREVIOUS SESSIONS          |

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

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<td>Format: Online</td>
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<td>CRN: 24253</td>
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</table>

| MAR 27, 2024 - JUN 28, 2024 | REGISTER BY MAR 22, 2024 | ONLINE | $800 |
| ITEM TO PURCHASE: Not applicable |
| Session Details |
| Format: Online |
| CRN: 24348 |

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

Register

4. A pop up should appear that says, “YOUR CART HAS BEEN UPDATED.” Please proceed by clicking the hyperlink “proceed to your cart” (circled).
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.
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”.
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
- Full name
- Address 1
- Address 2

- City
- State
- 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]
12. Give it a few moments to process.

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.
Please input the bank card number
14. Confirm your information and click “Continue” again to complete your payment.

15. You can print receipt or click to finish.
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!