# **GPHC 2023 Conference Registration Guide**

To facilitate registration for the GPHC 2023 conference, you have the option to register as an individual or as a group. We accept two forms of payment: credit card or invoice. The process for each of these payment options is explained in detail below. If you would like to jump directly to a payment type explanation, click one of the following links:

**Register as an Individual-Credit Card Payment** 

**Register as an Individual-Invoice Payment** 

**Register a Group-Credit Card Payment** 

**Register a Group-Invoice Payment** 

#### **Register as an Individual-Credit Card Payment**

As a reminder, Internet Explorer is not compatible with the credit card payment portal. Please use Google Chrome or Mozilla Firefox browsers to make your payment(s).

To begin the registration process, click on the "Register as Individual" button on the registration page:

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About MSU Admissions v Academics v Experimentary Academics v Student Life
Homepage / Academics / Honors / GPHC-2023 / Individual Registration
Individual Registration
For those registering as an individual, we have two payment options. You can complete your payment via a secure pay portal or pay via invoice. Select the appropriate payment method below, and then fill out the electronic registration form.
For those paying via credit card, <b>please do not use Internet Explorer to complete the payment process</b> . Once you submit your registration form, you will be redirected to a secure pay portal to enter your credit card information. Registration and payment confirmation will be sent the same day.
For those wishing to pay via invoice, registration confirmation and an invoice will be emailed within one business day to the registrant. Payment must be received by March 3, 2023.
Please review the registration guide if you need help or contact the Honors Program office at 940-397-4069.
To register, please select the appropriate link below:           Pay Credit Card         Pay by Invoice           Register Now         Register Now

This will take you to the Individual Registration page. Under the "Pay Credit Card" box on the bottom left hand side of the page, click the "Register Now" button:



This will take you to the registration portal. Please input your information to register. In addition to your name and contact information please let us know your preferred t-shirt size, your excursion choice, and if you have any dietary restrictions. Once you have filled out the form, click "Submit" and a confirmation page will appear.

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On the confirmation page please click the link and this will take you to a secure pay portal.

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You will then see the Great Plains Honors Council logo and the conference information. You will see the price as \$125 per unit and a quantity of one. Click "Continue."

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Review your order to ensure it is correct, and then click "Complete Registration."



You will want to complete your payment as a Guest and do not need to login. You do, however, need to provide your email. Once your email is entered, click the "Checkout as Guest" button on the bottom right hand side of the page.

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Once you have clicked "Confirmation," a receipt will be sent to the email used to purchase the registration.

## Register as an Individual-Invoice Payment

To begin the registration process, click on the "Register as Individual" button on the registration page:

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Registration Cancellation We understand life happens, and you may need to cancel a registration. Cancellations made by March 3, 2023, will receive a 100% refund. No cancellations will be accepted after March 3. To cancel a registration, please contact the Honors office at (940) 397-4069.	Register as Individual Register as a Group Need assistance with registration or have questions, contact: Honors Office (940) 397-4069 honors@mutexas.edu	

This will take you to the Individual Registration page. Under the "Pay by Invoice" box on the bottom right hand side of the page, click the "Register Now" button:

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Please rev	iew the <b>registration guide</b> if you need help or cor	ntact the Honors Program office at 94	0-397-4069.	
To register	r, please select the appropriate link below:		<u></u>	
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This will take you to the registration portal. Please input your information to register. In addition to your name and contact information please let us know your preferred t-shirt size, your excursion choice, and if you have any dietary restrictions. Once you have filled out the form, click "Submit" to complete your registration. A registration confirmation email will be sent to you. An invoice will then be emailed to you within one business day. Please use this invoice to ensure that payment is made by March 3<sup>rd</sup>, 2023:

GPHC Individual Invoice	Registration	
* Registrant's Name (First Last):		
* Registrant's Institution:		
* Registrant's Email:		
Please select your preferred T-shirt size:		
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If you have any dietary restrictions please help us pla	lan our meals by selecting each of the following that may apply:	
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After submitting your registration, an invoice will be er	emailed to you within one business day. Please ensure payment on the invoice is made before March 3, 2023.	
	NEXT	

#### **Register a Group-Credit Card Payment**

As a reminder, Internet Explorer is not compatible with the credit card payment portal. Please use Google Chrome or Mozilla Firefox browsers to make your payment(s).

To begin the registration process, click on the "Register as a Group" button on the registration page:

Homepage / Academics / Honors / GPHC-2023 / Registration Information		
Registration Information		
To register for GPHC's 2023 conference, we have set up an electronic registration portal. Attendees can register as either an individual or a group. To register, click on the appropriate link to the right. We accept two forms of payment cardit card or invoice. Please select your method of payment during the registration process. Order confirmations will be received via email the same day. Invoices will be confirmed the next day. Registrations can also be taken over the phone by calling the Honors office at 940-397-4069. Please review the <b>registration guide</b> if you have any questions.	Registration Deadlines Early Registration Deadline: 5 p.m. Monday, February 6th, 2023. (Payment must be received by Friday March 3rd) Cost: \$125/person General Registration Deadline: 5 p.m. Friday, March 1st, 2023. (Payment must be received by the end of the day Friday March 3rd) Cost: \$250/person Register as Individual Register as a Group	
Registration Cancellation We understand life happens, and you may need to cancel a registration. Cancellations made by March 3, 2023, will receive a 100% refund. No cancellations will be accepted after March 3. To cancel a registration, please contact the Honors office at (940) 397-4069.	Need assistance with registration or have questions, contact: Honors Office (940) 397-4069 honors@msutexas.edu	6

This will take you to the Group Registration page. Under the "Pay by Credit Card" box on the bottom left hand side of the page, click the "Register Now" button:

Homepage / Academics / Honors / GPHC-2023 / Group Registration
Group Registration
For those registering a group, we have two payment options. You can complete your group payment via a secure pay portal or pay via invoice. Select the appropriate payment method below, and then fill out the electronic registration form. On this registration form, please list all attendees who you are registering.
For those paying via credit card, <b>please do not use Internet Explorer to complete the payment process</b> . Once you submit your registration form, you will be redirected to a secure pay portal to enter your credit card information. Under quantity, please enter the total number of members in your group. Group registration and payment confirmation will be sent the same day.
For those wishing to pay via invoice, group registration confirmation and an invoice will be emailed within one business day to the main registrant of the group. Payment must be received by March 3, 2023.
Please review the <b>registration guide</b> if you need help or contact the Honors Program office at 940-397-4069.
To register, please select the appropriate link below:
Pay by Credit Card Register Now Register Now

This will take you to the registration portal. Please input your group's information to register, including the main registrant's contact information, and then enter the first and last names of each of your group members who you are registering, followed by their t-shirt size, and their excursion choice indicated by the accompanying number. For instance, if John Doe would like a small t-shirt and would like to visit the Wichita Mountains then please enter: John Doe, S, 1. Lastly, if any of your group members have specific dietary restrictions, please check the appropriate restriction so we can plan our meals. Please note the total number of members in your group, including the main registrant for your final payment. Once you have filled out the form, click "Submit" and a confirmation page will appear. .

Enter your answer         2. Main Registrant's Institution: *         Enter your answer         3. Main Registrant's Email: *         Enter your answer         3. Main Registrant's Email: *         Enter your answer         4. Group Registration:         Please list the members of your group that you would like to register. Please list your group members each on a separate line first name followed by last.         For each group member please let us know their preferred T-shirt size by placing the size nex to the group members name (S, M, L, XL, V, Or XXL), followed by their choice of excursion.         Please place the accompanying number of the excursion following the group members T-shirt size. For example for group member John Doe that would like a medium t shirt and to visit the Wichita Mountains please lindicate with the following: John Doe, M, 1.         Excursion:         1. Wichita Mountains         2. Ander Chy & Last Picture Show         3. Senvice Project         3. Torie Flais Museum of Art         9. Nichita Falls Museum of Art         9. River Bend Nature Center         8. Texter Song Writers Workshop		1. Main Registrant's Nan	me (First Last): *	
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a. If any members of your gloop have any dietary restrictions prease help us plan our meals by checking the restrictions that apply to your group members.  Global Ree Lactose Incolorant Vegetarin Vegetarin Real Real Kegher		ou can print a copy of your and	and a after you automre	

On the confirmation page please click the link and this will take you to a secure pay portal:

Group Credit Card Registration Form
✓ Thanks!
Thank you for your registration. Please use this link to complete your group credit card payment. Please do not use Internet Explorer: https://secure.touchnet.com:443/C20137_ustores /web/product_detail.jsp?PRODUCTID=651&FROMQRCODE=true& SINGLESTORE=true
<u>Create my own form</u> Powered by Microsoft Forms   <u>Privacy and cookies   Terms of use</u>

You will then see the Great Plains Honors Council logo and the conference information. You will see the price as \$125 per unit and a quantity of one. Enter the number of members in your group (including the main registrant), and click "Add to Cart."

Great Plains Honor	rs Council Early E	Bird Registration		
 Redwine Honors Program / Great Plain	as Honors Council Early Bird Regist	ration		
HONORS COUNCIL	Great Plains Honors Cor Date: March 10-12, 2023 Cost: \$125 per person Price: Quantity:	uncil Conference \$125.00 الا		
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Please review your order quantity and amount. If it is not correct, you can alter the amount. Once it is correct, click "Continue."

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You will want to complete your payment as a Guest and do not need to login. You do, however, need to provide your email. Once your email is entered, click the "Continue" button on the bottom right hand side of the page.

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Enter your payment information. Select "Credit Card" as your payment method. Then fill out your credit card information. Next fill in your billing address. Then click "Continue."

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Once you have clicked "Continue," then a receipt will be sent to the email used to purchase the registration.

## Register a Group-Invoice Payment

To begin the registration process, click on the "Register as a Group" button on the registration page:

Homepage / Academics / Honors / GPHC-2023 / Registration Informati	on the second	
<b>Registration Information</b>		
To register for GPHC's 2023 conference, we have set up an electronic registration portal. Attendees can register as either an individual or a group. To register, click on the appropriate link to the right. We accept two forms of payment: credit card or invoice. Please select your method of payment during the registration process. Order confirmations will be received via email the same day. Invoices will be confirmed the next day. Registrations can also be taken over the phone by calling the Honors office at 940-397-4069. Please review the <b>registration guide</b> if you have any questions.	Registration Deadlines         Early Registration Deadline: 5 p.m. Monday, February 6th, 2023. (Payment must be received by Friday March 3rd)         Cost: \$125/person         General Registration Deadline: 5 p.m. Friday, March 1st, 2023. (Payment must be received by the end of the day Friday March 3rd)         Cost: \$250/person         Register as Individual         Register as a Group	
Registration Cancellation We understand life happens, and you may need to cancel a registration. Cancellations made by March 3, 2023, will receive a 100% refund. No cancellations will be accepted after March 3. To cancel a registration, please contact the Honors office at (940) 397-4069.	Need assistance with registration or have questions, contact: Honors Office (940) 397-4069 honors@msutexas.edu	6

This will take you to the Group Registration page. Under the "Pay by Invoice" box on the bottom right hand side of the page, click the "Register Now" button:

Iomepage / Academics / Honors / GPHC-2023 / Group Reg	istration
Group Registration	
or those registering a group, we have two payment options. Yo he appropriate payment method below, and then fill out the ele re registering.	u can complete your group payment via a secure pay portal or pay via invoice. Select ectronic registration form. On this registration form, please list all attendees who you
or those paying via credit card, <b>please do not use Internet Ex</b> ou will be redirected to a secure pay portal to enter your credit roup. Group registration and payment confirmation will be sen	plorer to complete the payment process. Once you submit your registration form, card information. Under quantity, please enter the total number of members in your it the same day.
or those wishing to pay via invoice, group registration confirma roup. Payment must be received by March 3, 2023.	ition and an invoice will be emailed within one business day to the main registrant of the
lease review the <b>registration guide</b> if you need help or contact	the Honors Program office at 940-397-4069.
o register, please select the appropriate link below:	

This will take you to the registration portal. Please input your group's information to register, including the main registrant's contact information, and then enter the first and last names of each of your group members who you are registering, followed by their t-shirt size, and their excursion choice indicated by the accompanying number. For instance if John Doe would like a small t-shirt and would like to visit the Wichita Mountains then please enter: John Doe, S, 1. Lastly, if any of your group members have dietary restrictions please check the category and then indicate the number of group members with the accompanying restriction. Please note the total number of members in your group, including the main registrant, for your final payment. Once you have filled out the form, click "Submit" to complete your registration. A registration confirmation email will be sent to you. An invoice will then be emailed to you within one business day. Please use this invoice to ensure that payment is made by March 3<sup>rd</sup>, 2023:

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* Mai	in Registrant's institution:	
+ Mai	in Registrant's Email:	
** Gr For e excu	roup Registration: Please list the members of your group that you would like to register. Please list your group members each on a separate line first name followed by last. The group member please let us know their preferred T shirt size by placing the size next to the group members name (5, M, L, XL, VL, OF XXL), followed by their choice of rsion. Please place the accompanying number of the excursion following the group members T shirt size. For example: John Dec, M, L,	
Excu	rsions:	
1. Wi	chita Mountains	
2. WP	hiteside Natural History Museum	
3. An	cher City & Last Picture Show	
4. Se	rvice Project	
5. To	ur of Historic Wichita Falls	
6. Wi	chita Falls Museum of Art	
7. Rn	Ver Beng Nature Center	
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