**RISE 2023 Registration**

Every CCS employee attending RISE Conference 2023 will register for the same course. There is a course section for each school and you will register for your school's section.

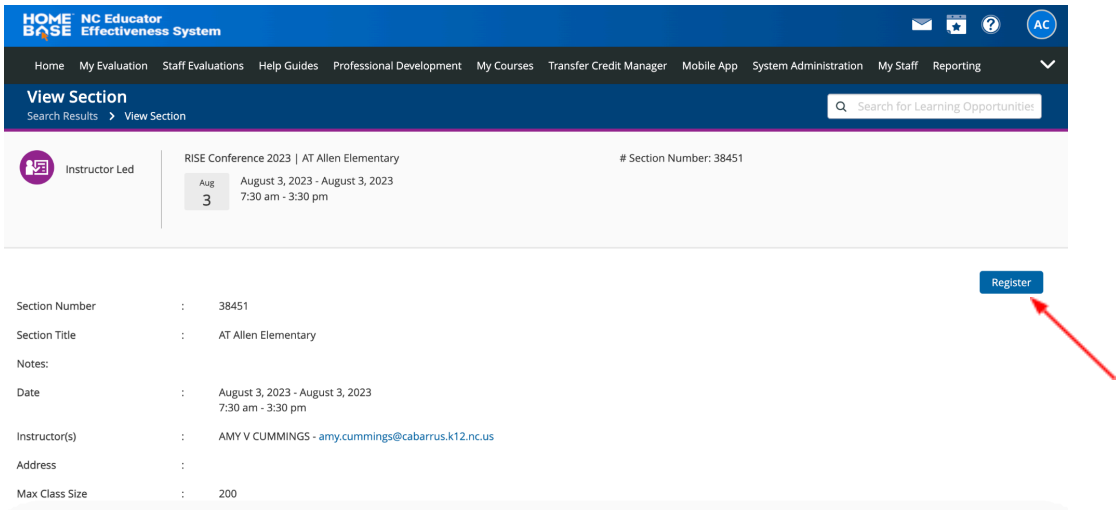
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How do I check to make sure I'm registered?
I registered for the wrong section. How do I unregister myself from a section?

Registration through your school's link

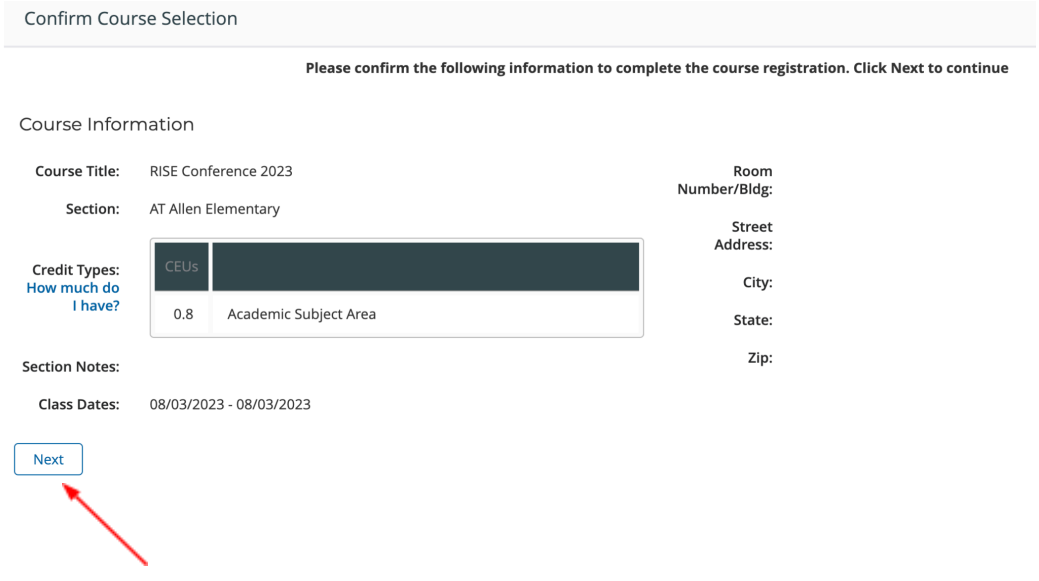
1. Log into NCEES through NCEdCloud.

2. Click on your school's link on the Rise Conference 2023 Registration Links Google Doc.

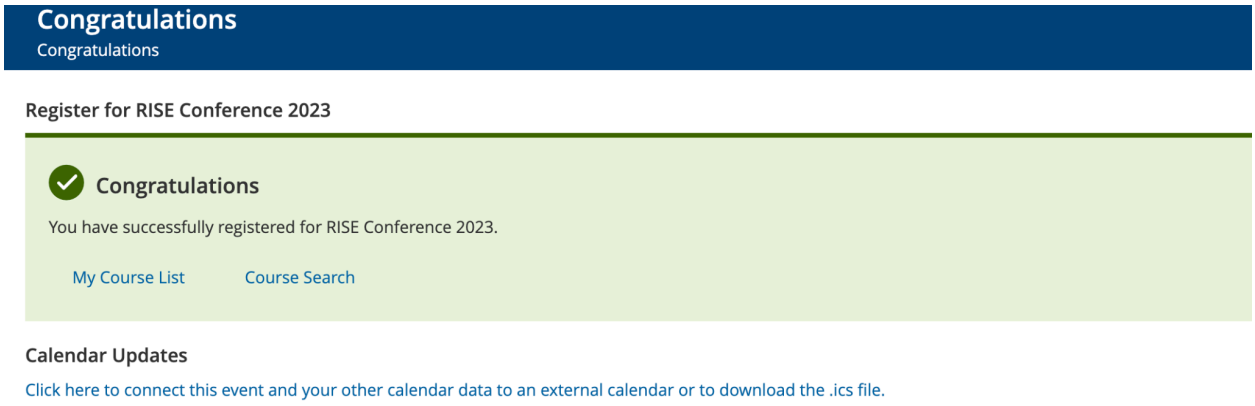
3. Click the blue *Register* button on the right. If the button does not appear, you are already registered for a section of the course.




4. Confirm that you are registering for the correct section and click the *Next* button at the bottom. You may need to scroll down to see it.

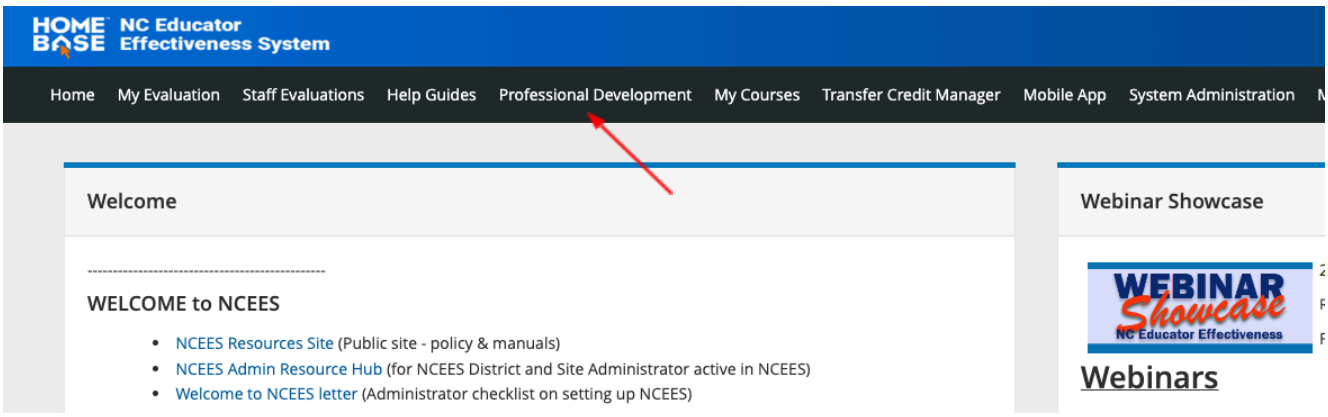


5. Congratulations! You are registered for your school's section of the RISE Conference 2023 Course.

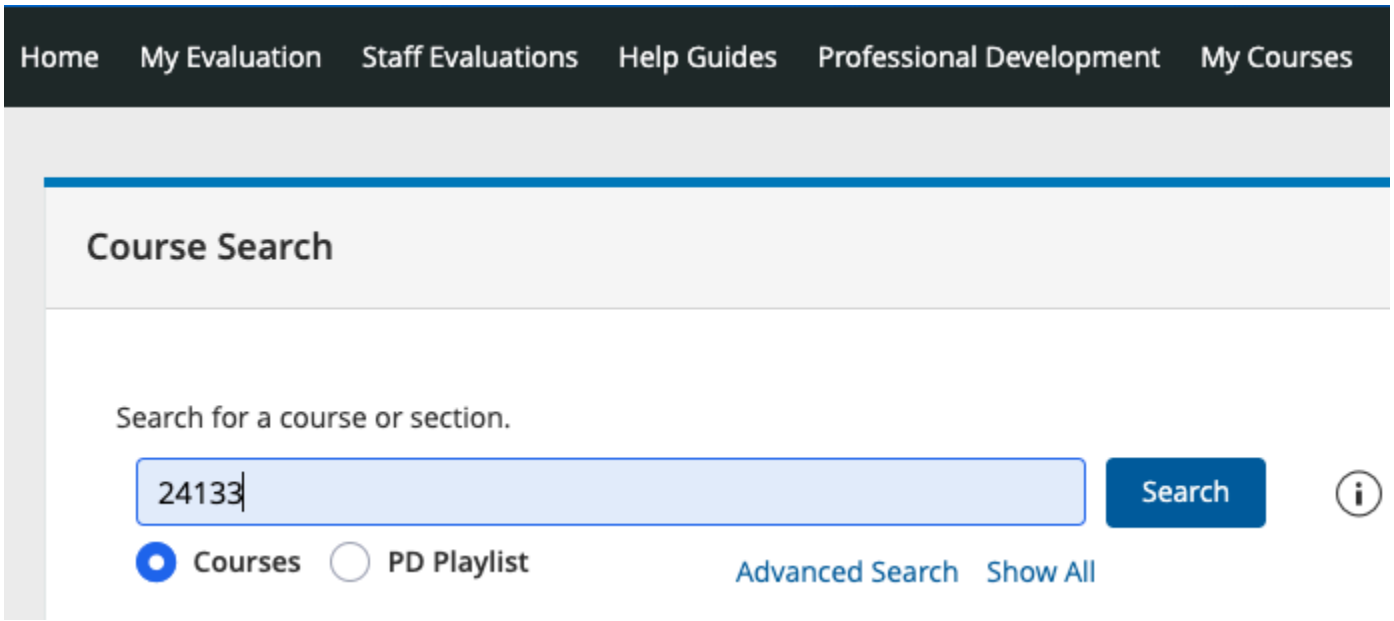



Registration by Searching NCEES's Professional Development Catalog

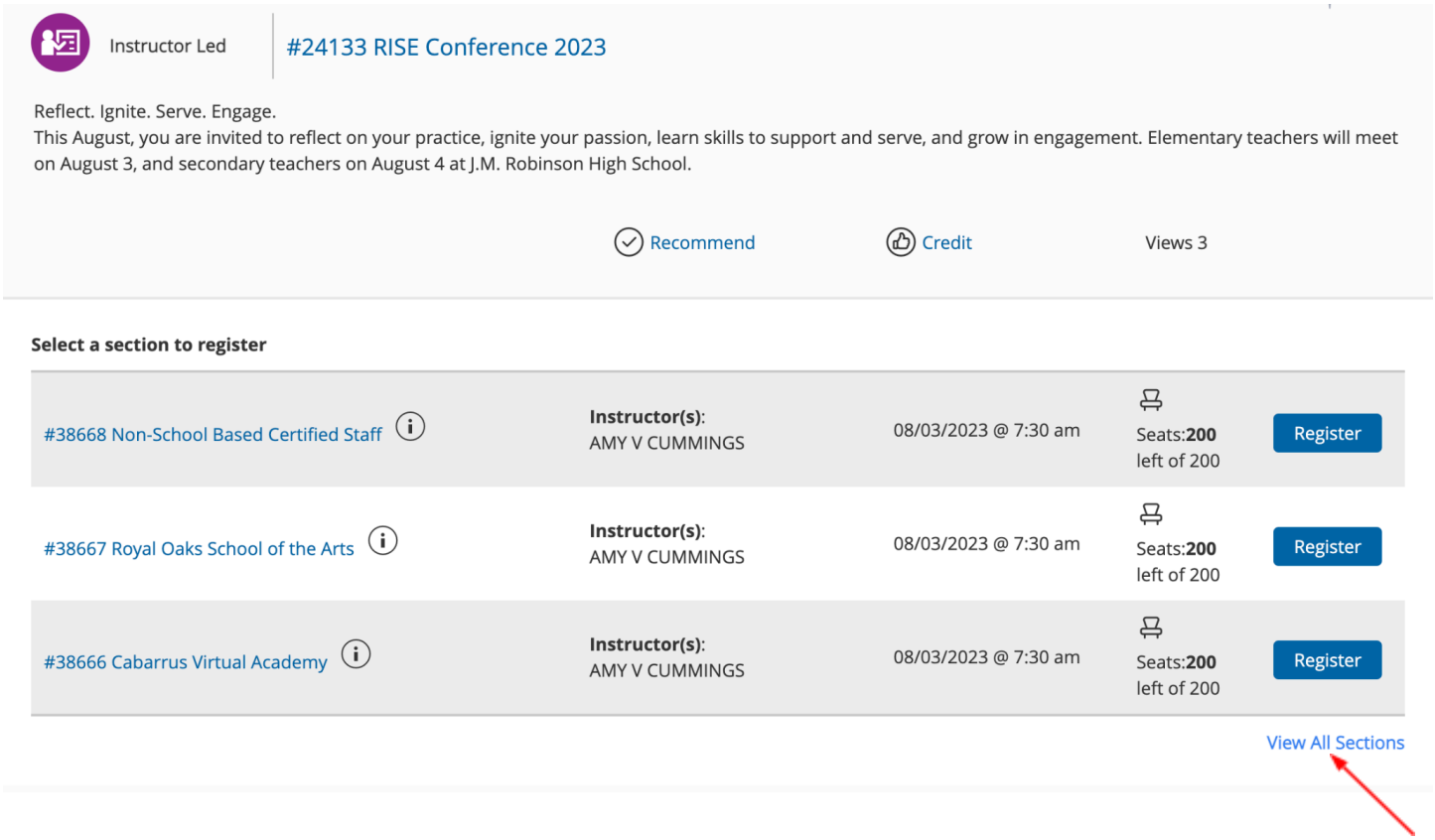
1. Log into NCEES through NCEdCloud. At the top black band, click *Professional Development*.



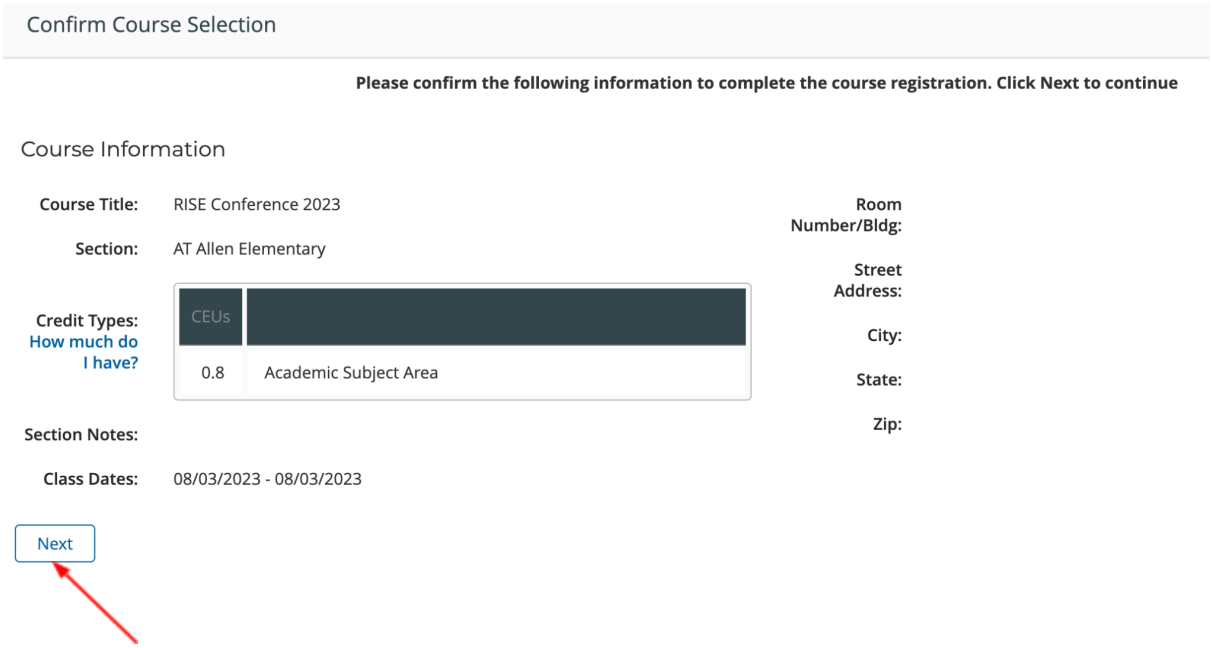

2. Search "RISE Conference 2023" or the course number "24133" as shown below.



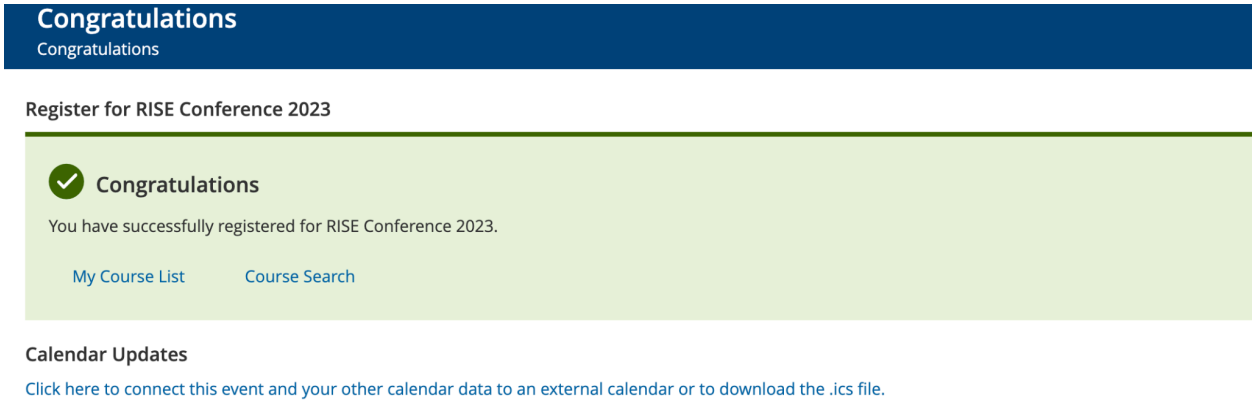
3. Since only the first three sections may show, you will need to **click *View All Sections*** to find your school. Click the blue *Register* button to the right of your school's section.




4. Confirm that you are registering for the correct section and click the *Next* button at the bottom. You may need to scroll down to see it.

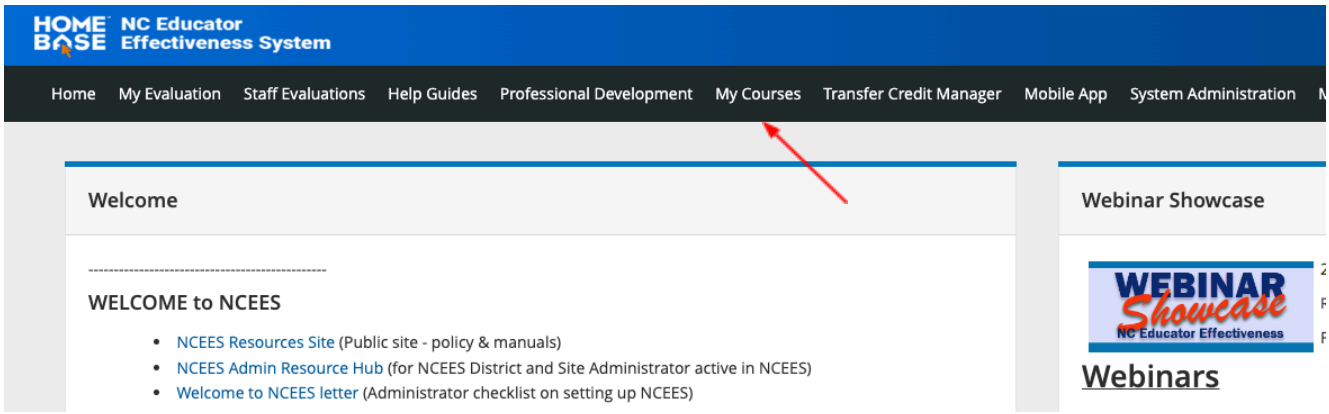


5. Congratulations! You are registered for your school's section of the RISE Conference 2023 Course.

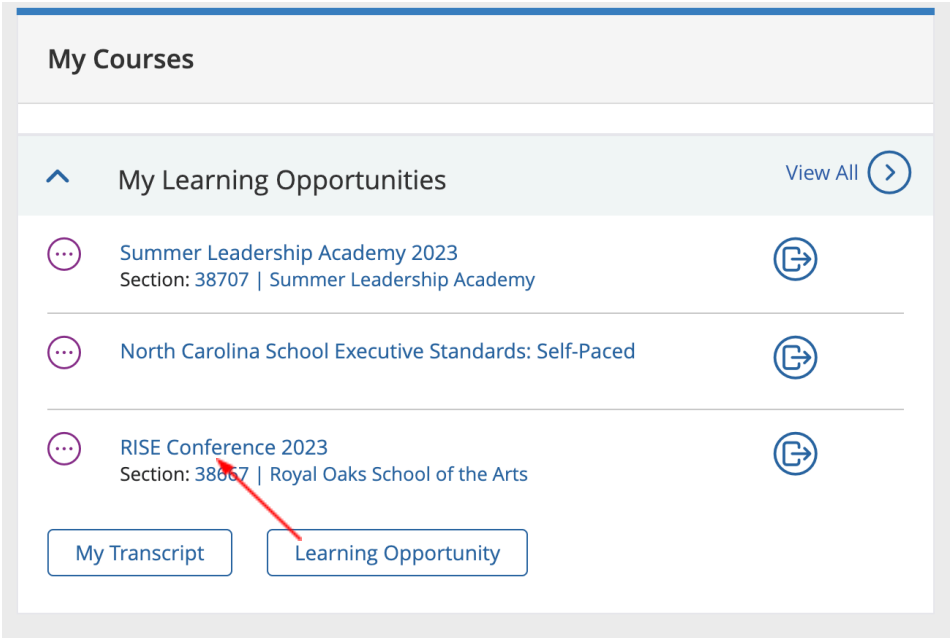



How do I check to make sure I'm registered?

1. Click *My Courses* on the top black band.

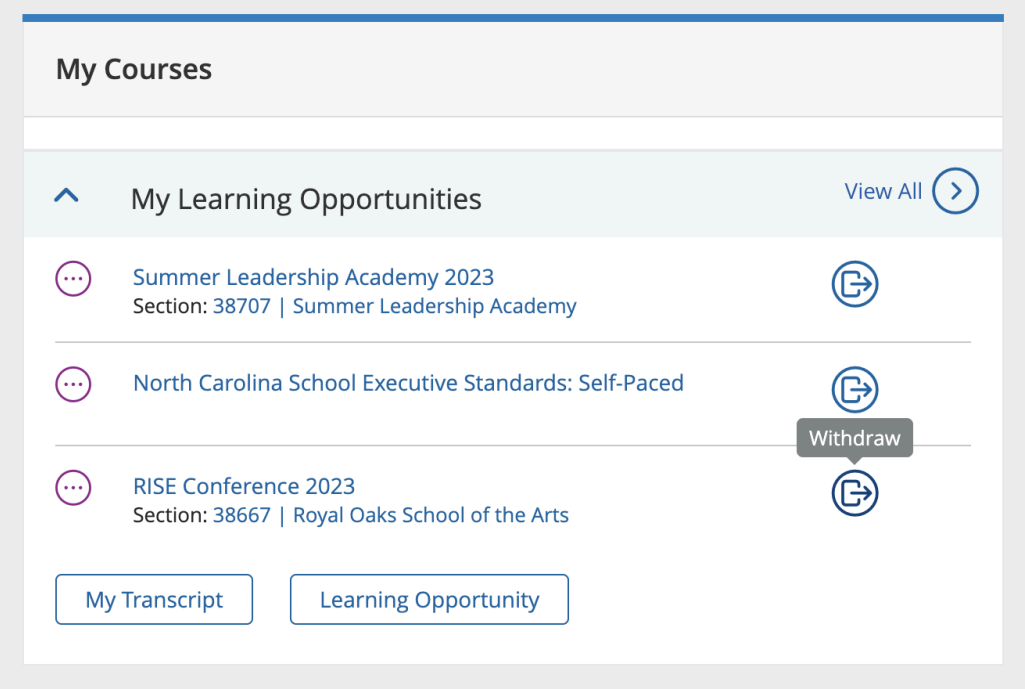



2. Scroll down the page to the *My Courses* block. You should see RISE Conference 2023 as one of your courses. Everyone's *My Courses* blocks will look different.



How do I unregister myself from a section?

1. Follow the directions for the section above, titled “How do I check to make sure I’m registered?” to navigate to the *My Courses* block. On the course that you no longer wish to be registered, hover your cursor over the symbol that shows an arrow on an encircled door. The word *withdraw* will appear. Click the symbol.




2. Click the blue Withdraw button.

