

MAFA 2021 Registration Info and Instructions

April 10, 2021 at 9 a.m. EDT: Early registration opens for MAFA guild members, associate members, instructors and sponsors.

April 24, 2021 at 9 a.m. EDT: Registration opens for non-members and vendors.

Registration for classes will remain open until each class fills, or until the class begins. Classes that require prior work or materials for participation may close earlier.

INSTRUCTIONS:

- When registration opens, click the **REGISTER NOW** button on the <u>conference website</u>, or the email link you will receive to go to the MAFA 2021 Cvent Registration site.
- You may only register **one person per email address**.
- Select your registration type Member or Instructor (available on April 10th), Non-member or Vendor (available on April 24th).
- Fill in all fields and **note the *required fields**. Be sure to enter your country, then the State/Province field will give you a dropdown list of options.
- If you are NOT taking any classes then scroll to the bottom of the Classes page and select Next. You may register without classes then come back later to add classes, but remember some classes may fill quickly.
- If you ARE taking classes, select them on the Classes page. Classes are listed by date/time, then by class number.
- Multi-part classes are listed only under the first occurrence of the class, and you only need to select them ONCE. **Note: Your receipt will only show the first session**, but you WILL be registered in all sessions of the class.
- Review and accept the conference policies. Your registration will not be processed without your acceptance. Note: All sessions may be recorded. If you do not want your image or video to be recorded, please ensure your video is off in interactive sessions.
- The Conference Pass is non-refundable. If you cancel or modify a class registration by June 20, 2021, 95% of your class fee will be refunded. After June 20, you may make changes, but no refunds will be issued.
- All payments must be made by credit/debit card, we are NOT accepting PayPal or checks for this conference.
- Save your confirmation email as your confirmation number will make logging in to modify your registration simpler. If you need to modify your registration and don't have your number, click Forgot Confirmation Number and it will be emailed to you.

MAFA 2021 Conference Registration Instructions, continued

Not sure if you are a member? See the FAQ here:

mafafiber.org/conferences/mafa2021/faqs-2021/#membership.

Double-check your classes on the website, and download the schedule planning sheet here: mafafiber.org/sessions/?conference_year=2021.

If you have questions, check the Registration page on the MAFA website first: mafafiber.org/conferences/mafa2021/registration-2021/.

For problems with registration, email the Registrar at registrar@mafafiber.org.

Please remember we're real people not an automated system! We're all volunteers and lots of people will be registering at the same time, so give us a little time to get back to you.