

Instructions on Ordering & Using Bulk Registrations

Please make sure you have an account set up (Instructions for setting up an account can be found [here](#))

- 1) Navigate to the course you would like to purchase registrations for
- 2) Click on the “register” tab

2026 Healthcare in a Civil Society: Caring for the Whole Patient: The Interplay of Spirituality and the Delivery of Care
Fort Worth, TX US, February 21, 2026

Overview Program Venue Course Faculty & Planning Committee Accreditation Exhibitors **Register**

- 3) Scroll down to the bottom of the page and select “here” on the “To purchase bulk registrations (2 or more) please click [here](#). link”.
- 4) Select the registration type and “add to cart”. NOTE that the price listed will change based on the registration type selected.

Price: \$25.00

SKU: BlkReg

Bulk Registration for 2026 Healthcare in a Civil Society.

Registration Type *

- Registration
- Registration with Continuing Education Credit
- Registration for Students (your student ID will need to shown the day of the event)

Add to cart

- 5) You will then be taken to your shopping cart. In the “Qty” section, please enter in the number of registrations you wish to purchase. **Note** that you must change the qty and then tab out of the box for the qty to update.

2026 Healthcare in a Civil Society Bulk Registration added to your shopping cart.

Remove	Product	Attributes	Qty	Total
	2026 Healthcare in a Civil Society Bulk Registration • Registration Type: Registration for Students (your student ID will need to shown the day of the event)	Registration Type * <input type="radio"/> Registration <input type="radio"/> Registration with Continuing Education Credit <input checked="" type="radio"/> Registration for Students (your student ID will need to shown the day of the event)	5	\$10.00
				Subtotal: \$10.00

[Continue shopping](#)

[Update cart](#)

[Checkout](#)

- 6) Select “Update cart” and confirm that the qty and total has updated correctly.
- 7) Select “Checkout”
- 8) Enter in your billing information. Note that all information must match card details exactly.
- 9) Select “Review Order”. Please make sure that the qty and price is correct:

Checkout

Qty	Products	Price
5	2026 Healthcare in a Civil Society Bulk Registration • Registration Type: Registration for Students (your student ID will need to shown the day of the event)	\$50.00

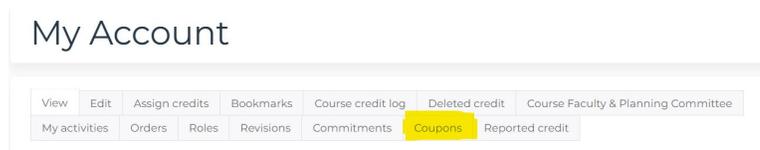
- 10) Select “Submit order”. This will then take you to the “Order Complete” page.

You will then shortly receive two emails. You may have to check your junk/spam folder depending on your institution's filtering.

Email 1 – Subject line: **UNTHSC: bulk coupon purchase** – this email contains your coupon codes. These codes are good for one user for one registration. **Please give one to each learner to enter in at registration checkout. This will take the cost to zero. They will still have to enter in billing information, but the system will not ask for payment card info.**

Email 2 – Subject line: **Your Order at UNTHSC** – this email will contain your invoice/receipt for your records.

**You can also access your coupon codes by clicking on “My account” in the top right corner of the screen. Then select the subtab “Coupons”. This will show all coupons purchased as well as if they have been used yet.



If you have any additional questions or issues, please contact us at register@unthsc.edu.