WELCOME TO FAMILY WEEKEND 2022 REGISTRATION

Please read through these instructions or print them out to assist you with your Family Weekend registration. It should take you about 15-20 minutes to complete your Family Weekend registration, depending on the size of your family. Note: If you decide to add more people or events later, you can log back in and add those people/events up until September 6, 2022 – if the events are still available. Events have sold out in the past.

STEP 1: Once on our registration site, click the “Log In / Register” button at the top righthand side of the screen. Select “General Public”.

NOTE: You will receive a confirmation email at the email address you provided when creating your account. We ask that you use and email and phone number that we can use to reach out to you should our office have any questions.
STEP 2: Select the “Register” tab. Fill in the information to make an account. We recommend clicking “Yes” for email updates so you will receive any new information we send out about Family Weekend.

Fill in the information to create your profile. If you do not have a US address, use our office address: 353 Ferst Drive NW Atlanta, GA 30332. **NOTE: We will not be shipping anything to you, so the billing address on this page does not matter.**

STEP 3: Register your GT student(s) first in **“STEP 1”**, by clicking on the “Quantity” dropdown arrow to select the number of GT students in your family attending family Weekend. Click on “Select Seats.”
STEP 4: Once you have entered the number of GT students, then continue to “STEP 2”, to continue adding people and events to your cart. **DO NOT** enter your students name on the bottom right as that will just get erased when you add items to your cart and you will have to complete it again.

STEP 5: Register your family and guest in **“STEP 2”**, by clicking on the number of adults (ages 13 and up), youth (5-12) and children (5 and under) in your party. Click on “Select Seats.”
**STEP 6:** Now, you will select all the events your family would like to attend. Family Weekend is set up so families can attend events that they would like to participate in, such as the College & School receptions, Tailgate, or Family Fun Night at Six Flags. You will now need to add which “**Step 3**” events your family would like to attend and the quantity for each event, in your cart. Again, **DO NOT** complete the demographic information such as names, hometowns, etc. as they will get erased with each event. Once you are done with entering all your events and your cart looks correct, then you may enter in your information to the bottom right.

**Step 7:** Now that your cart is complete, fill in all the information to the bottom right, GT student’s name, family names, hometown, dietary needs, special accommodations (wheelchair assistance or other special needs), etc. We know that this is a lot of information to complete, but we work with numerous campus partners and host over 3,000 people for family, so all of this information is helpful for us to have to better serve you.
**STEP 8:** Now that your cart is complete and you have filled in all the necessary demographic boxes, you may click the green checkout button on the bottom of the page. You will be redirected to the payment page.

**STEP 9:** Complete the payment information on this page. **NOTE: Please make sure you enter the billing address that matches your credit card.**
**STEP 10: CONGRATULATIONS**! You are now registered for Family Weekend. Remember, if you forgot to add someone or need to add more events, you can do so up until the last day of Family Weekend registration on September 6, 2022 – If events are still available – events have SOLD OUT in the past.

**NOTE:** You will receive a confirmation email at the email address you provided when creating your account. This email will have a link to buy football game tickets, fill out required waivers, etc. Your paper tickets will be provided at check-in in your Family Weekend check-in packet. Nothing will be mailed to your address.

If you have any additional questions or concerns please contact Parent and Family Programs:

**Email:** parents@gatech.edu

**Phone:** 404-385-1396