Register

Fee

* $2700

The fee covers all the instruction, course notes, program materials, refreshment breaks, continental breakfast and lunches (Monday-Thursday), a reception, and a picnic dinner on Wednesday evening. Registrants are responsible for all other meals.

How to Register

You can register by mailing the printable registration form (with a check, money order, purchase order, or letter of authorization from your employer or sponsoring organization) or by credit card payment via the printable or online registration form (the fee may be paid by American Express, Discover, MasterCard, or VISA). Please review these [step-by-step instructions](http://www.outreach.psu.edu/transportation/wp-content/uploads/2012/05/helpfulhintswhenegisteringonline.pdf) (Adobe PDF) for online registration.

* [Online Registration Form](https://register.outreach.psu.edu/portal/events/reg/participantTypeSelection.do?method=load&entityId=5335821)
* [Printable Registration Form](http://www.outreach.psu.edu/transportation/wp-content/uploads/2012/05/2015transportationregform.pdf) (Adobe PDF)

Deadline

All registrations and payments must be received by 11:59 p.m. ET on May 31. After this date, you can register for an additional $30 by calling the program manager at 814-863-5100.

Confirmation

Penn State Conferences and Institutes will confirm your registration. You will be alerted promptly of any cancellations or changes. If some unforeseen event forces Penn State to cancel or postpone the program, you will receive a full refund of your registration fee; however, the University cannot be held responsible for any related costs, including cancellation fees assessed by airlines or travel agencies.

Refunds

If your request to withdraw is received by Friday, May 13, 2016, we can issue a partial refund. Send your written request by fax to 814-863-5190 or by email to [conferences@outreach.psu.edu](mailto:conferences@outreach.psu.edu?subject=Transportation%20Conference). A $50 administrative fee will be charged for each withdrawal.

Substitutions

Anyone who is registered but cannot attend may identify a substitute. A full refund will be issued after the substitution registration has been completed. A registration form and full payment by the substitute are required. Substitutes are eligible to register at the same fee.

Access

Penn State encourages persons with disabilities to participate in its programs and activities. If you anticipate needing special accommodations or have questions about the physical access provided, please contact the program manager at [814-863-5100](tel:814-863-5100) at least two weeks prior to the conference.