

College Board Event Registration Terms

Cancellation Policy

Cancellations will be accepted up to the start of the event. Cancellations must be received by 11:59 p.m. ET, the night before an event begins for a registrant to receive a refund via the original payment method, minus a \$25 cancellation fee. No refunds or credits will be issued on cancellations after this date. Any participant who has registered for a conference and doesn't cancel per the cancellation policy and doesn't attend must still submit payment in full.

College Board won't be responsible for any travel or other out-of-pocket expenses, penalties, or fees incurred by attendees for any reason, including cancellation of the event for covid-19-related reasons. College Board reserves the right to cancel an event at any time before the event, or during the event for the health and safety of attendees and staff or other reasons.

Consent to Email

By registering for the event, you agree to be contacted by College Board via email with event-related information or updates. You're required to provide a valid email address to register for the event. To manage your email communication preferences for non-event-related information, log in to your College Board account, click on **Account Settings**, and update your contact information preferences.

Privacy

College Board respects your privacy, and we're committed to protecting it. View the Privacy Statement on our website: <https://about.collegeboard.org/privacy-center>

Schedule Changes

College Board reserves the right to modify event details. Revised information will be made available on the event website: apac.collegeboard.org

Recording the Event

College Board frequently videotapes and records its events and meetings. By attending this event, you consent to being recorded and/or photographed, and authorize College Board and/or its agents or licensees to use any recording and/or photographs, as well as any statements that you make ("Footage"), in any medium (including, without limitation, audio, video, print, and broadcast) throughout the world at College Board's sole and exclusive discretion. College Board may also edit, distribute, exhibit, publicize, advertise, and otherwise exploit the Footage in all media and formats, now known or hereafter developed, for commercial and noncommercial use.

Texting Policy

Note the following regarding important alerts related to the event. College Board will only text critical information about an event (e.g., significant schedule changes that impact the event start or end, emergencies at/near the venue, or other announcements that are critical to safe execution of the event).



You give us permission to text you about the event if you opt in to get text messages via the outlined process. You can opt out at any time.

- Text **JOIN** to 70801 to join College Board Alerts. (Approx. 6 msgs./mo.)
- Reply **HELP** for help, **STOP** to cancel.
- Message and data rates may apply.
- To stop receiving SMS messages from College Board Alerts, text **STOP** to 70801.
- To unsubscribe, you'll receive 1 final text confirming you've been unsubscribed in our system.

You won't get any other text messages unless you reactivate your subscription, which you can do by texting **JOIN**. For additional help, text **HELP** to 70801, or contact socialmediasupport@collegeboard.org.

College Board Event Code of Conduct

Purpose

College Board is dedicated to providing a harassment-free conference experience for everyone, regardless of race, color, creed, sex, age, ethnicity, national origin, marital status, veteran status, sexual orientation, gender identity and expression, mental or physical disability, or any category protected by state and federal law. This Code of Conduct outlines our expectations for participant behavior, as well as the consequences for unacceptable behavior. We expect all conference event participants, whether in person or virtual (including staff, sponsors, volunteers, speakers, attendees, and other guests) to abide by this Code of Conduct at all times while participating in conference-related activities and events.

Expected Behavior

- Be considerate, respectful, and collaborative.
- Refrain from demeaning, discriminatory, or harassing behavior and speech.

Unacceptable Behavior

- Discrimination or unfair treatment, including that based on gender, gender identity and expression, sexual orientation, disability, physical appearance, body size, race, age, or religion.
- Deliberate intimidation, stalking, or harassment.
- Disruption of conference sessions or conference-related events.
- Any other illegal activity.
- Advocating for, or encouraging, any of the above behavior.

Consequences of Unacceptable Behavior

Participants asked to stop any harassing or unacceptable behavior are expected to comply immediately. College Board event representatives retain the right to take appropriate actions to keep the conference



a welcoming environment for all participants. Actions may include a warning, expulsion from the conference (including without warning), and/or engagement of law enforcement.

What to Do if You Witness or Are Subjected to Unacceptable Behavior

If you're subjected to or witness unacceptable behavior, or have any other concerns, please visit the event registration/information desk and speak to a College Board representative as soon as possible to address the situation.