How To Cancel Your Conference Registration:

*Step 1: Log into the conference site.*

The conference site can be accessed in 2 places.

1. Under the specific event on the Education Events pages on our website, [www.tjctc.org](http://www.tjctc.org).

   ![Conference Site Screenshot]

   - Galveston 20-Hour - November 26 - 29, 2023
   - Corpus Christi 20-Hour - January 21 - 24, 2024
   - January 21 - 24, 2024 at the [Omni Corpus Christi](https://www.omnicorp.com) in Corpus Christi, TX
   - **Agenda**
     - The 20-Hour program will include a range of topics including general sessions and breakout rooms.
   - **Cost**
     - Registration cost: $150. This cost includes a $60 registration fee and a $90 overhead assessment.
     - Hotel cost: $165 ($55 per night for 3 nights)
   - **Registration**
     - Click on this link to register: [https://enroll.tjctc.org/portal/events/reg/participantTypeSelection.do?method=load&entityId=1077161](https://enroll.tjctc.org/portal/events/reg/participantTypeSelection.do?method=load&entityId=1077161)

2. Under My Conference History in your account at [https://enroll.tjctc.org](https://enroll.tjctc.org). My Conference History will appear after you have successfully registered for a conference. If you do not see My Conference History, close your browser, and retry. It may take around 15 minutes after registration to appear.
The Conference History page will look similar to this. Click on the link for the conference to access the conference site.
Step 2: Choose “Cancel your registration.”

Your 20 Hour Justice of the Peace Seminar Registration

What would you like to do?

- Register into package
- Select your sessions and view your schedule
- Cancel your registration
- Purchase add-ons
- Cancel add-ons

Step 3: Choose a cancellation reason

Cancellation Request

You have requested to cancel 20 Hour Justice of the Peace Seminar.
Provide a reason for your cancellation below. A staff member will review your request and notify you if it is approved and if you are eligible for a refund.

Select a cancellation reason:

Please select a reason from the dropdown and hit the Submit button. The cancellation will be sent to TJCTC staff for processing.

You will receive an email either confirming or denying your cancellation request. If your cancellation request is submitted 2 weeks prior to the event start date, you will receive a full refund.