

PRIVACY

Ellucian will maintain the privacy of any personal information you provide in registering for or attending Ellucian Live consistent with its Privacy Notice (<http://www.ellucian.com/privacy>) and any consents you provide. You acknowledge and agree that:

1. Ellucian may use the information you provide to send you communications, announcements, and other information about Ellucian Live 2021 and related events if applicable. We will keep records of your participation in the events and on the platform.
2. Ellucian may share your information with its employees with a need to know, speakers/presenters, CVENT (whose privacy policy is available [here](#)), the selected mobile app provider(s), the selected networking facilitator(s), any virtual entertainment provider, Ellucian platform provider VDA (whose privacy policy is available [here](#)), Ellucian's event agency(ies) involved in planning and producing Ellucian Live 2021, and the Ellucian Live 2021 program committees, which consist of Ellucian personnel and personnel from Ellucian customers.
3. Ellucian may transfer your personal information to, and maintain your personal information in, the United States or any other country in which Ellucian and its affiliates or agents operate.

4. The information you provide during registration and through the event platform and app(s) will be retained by Ellucian for up to 3 years unless a longer period is required for legal or regulatory requirements.
5. You will not provide personal or other sensitive information in your presentation proposals, discussion forum or networking topics.

ATTENDANCE POLICY

Because all programs and trainings are customer-focused events, attendance is restricted to:

- Current Ellucian customers on valid maintenance or subscription agreements
- Ellucian employees
- Third-party (i.e., outside) consultants and or Solution Partners employees working in a role with a current Ellucian customer. These third-party consultants/Solution Partners can register for Ellucian Live 2021 but will require approval by Ellucian, must sign a non-disclosure agreement or have the institution submit a letter explaining the business need and acknowledging responsibility for that person, and must pay a registration fee.
- Exhibitors, sponsors, industry analysts, media, special guests, or prospects, who have been invited by Ellucian.

Questions? Send an email to ellucianlive@itagroup.com.

CANCELLATION/REFUND POLICY— ELLUCIAN LIVE

Cancellation of a registration must be submitted via email (ellucianlive@itagroup.com) and must be received by March 23, 2021. There are no refunds on cancellations received after March 23, 2021. No adjustments on any registrations will be permitted after April 30, 2021. All refund requests must be received in writing to ellucianlive@itagroup.com on or before April 30, 2021. In the case of an event of force majeure, the fee will remain non-refundable.

There is a \$75 processing fee on all cancellations that require the processing of a refund. Credit card payments will be refunded within 45 days. If a credit card has expired at the time of refund, the refund will be made by check. Refunds for payments made by check will be processed within 45 days.

SUBSTITUTION POLICY

A full conference substitution may be made at any time for a paid-in-full registrant from the same institution.

There is a \$75 processing fee on all substitutions.

The substitution fee must be paid via credit card at the time the substitution is processed. When adding items to a substituted registration package including Ellucian Live 2021 the additional amount due will be the price of the added item at the time when the request is made, which may vary from the price at the time the initial package was purchased.

CONFERENCE REGISTRATION PAYMENT

Your registration must be paid in full by:

- **Early Bird Price \$200 deadline:**
March 2, 2021
- **Advance Price \$225 deadline:**
March 30, 2021
- **Regular Price \$250 deadline:**
April 9, 2021
- **Event Date Pricing \$300 deadline:**
April 10 – 14, 2021

This fee covers online access for 1 person only. You are not permitted to share your login credentials or disseminate materials to anyone else.

Failure to pay during that price period results in your registration fee being automatically adjusted to the next higher price point. If you are paying by check, please note that the check must be postmarked by the corresponding deadline date to receive that pricing. You may pay any balance online via credit card by accessing your account. If you are paying by check, a copy of your invoice must accompany any payment made to Ellucian. If your institution is paying for multiple invoices with one check, a copy of each invoice being paid must accompany the payment. Failure to include a copy of the invoice will delay application of payment to the registration.

A purchase order is not an accepted form of payment. You will not be able to access the Ellucian Live 2021 platform until your balance is paid.

DISCOUNTS

Only 1 discount may be applied to an individual registration. Under no circumstances can any of the discounts be combined. Discounts may not be applied to previous purchases. Restrictions may apply to all discounts including but not limited to expiration dates, package limitations, and attendee types.

AGE LIMITATION

Attendees must be 18 years of age or older to attend Ellucian Live and all related events. Requests for any exception to this term must be made in writing to conference management at ellucianlive@itagroup.com and approved at Ellucian's sole discretion.

PHOTOGRAPHY, AUDIO, AND VIDEO RECORDING

No photography, video or audiotaping of Ellucian Live sessions is permitted. Ellucian reserves the right to use images and recordings taken at Ellucian Live with your photograph, voice, and/or likeness in future marketing materials and presentations or for training or other internal Ellucian purposes.

The views expressed by any conference attendee, speaker, exhibitor, or sponsor are not necessarily those of Ellucian or Ellucian Live. All conference attendees, speakers, exhibitors, and sponsors are solely responsible for the content of any and all individual or corporate presentations, marketing collateral, advertising, and online web content.