

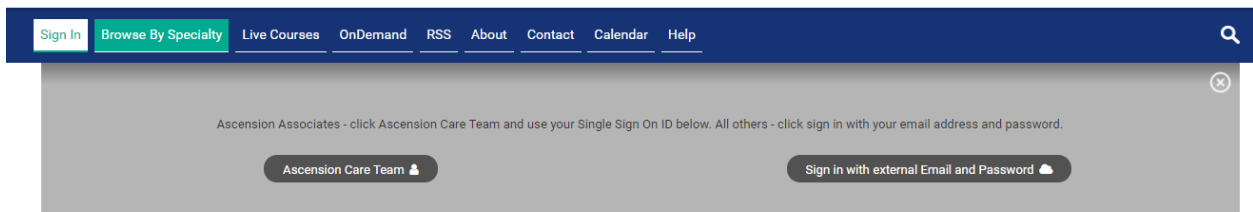
Registrations and Receipts

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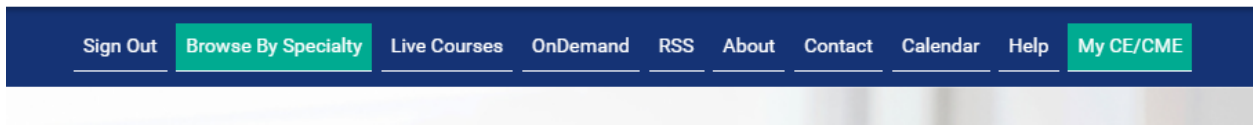
Resources: Registration and receipts is accessible from the Ascension Interprofessional Continuing Education (IPCE) Attendee Portal and allows users to view activities that they have registered for. If fees were required for any activity, users have the ability to review their receipts with detailed information.

Accessing Registrations & Receipts: Begin by accessing the Ascension IPCE site using the following web URL: <https://ascension-ce-cme.cloud-cme.com>

Sign in to the Ascension IPCE site by clicking on Ascension Care Team and using your Single Sign On (SSO) or sign in with an external email.



Once logged into the attendee portal, click the **My CE/CME** button on the top right-hand side of the screen.

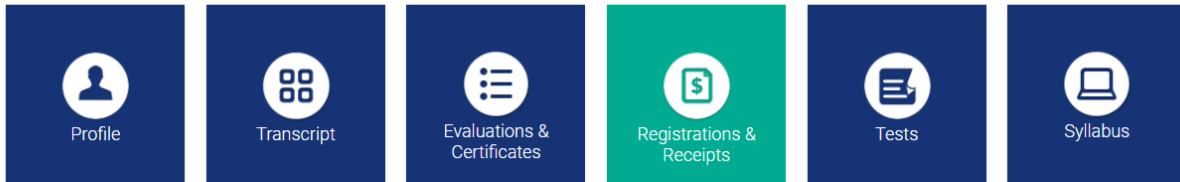


Registrations and Receipts

Select the **Registration & Receipts** button on the next screen.

My CE/CME

Instructions: Click a button to proceed.



Registrations & Receipts Information:

Once you have accessed this page, you can view all the activities you have registered for and, if an activity has a fee, you can view your receipt.

To view the receipt, click the orange **Receipt** button next to the activity. This will provide you with the pay status, receipt details, registration policies and any additional activity information.

Receipts may be emailed or printed . Enter the email address where you wish to email your receipt and click the **send** button.

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