How to add workshops or other events AFTER you have already registered

*These instructions can also be used to pay for workshops and other events with a different credit card than that used for the main conference registration.

1. At any time after completing your initial registration, return to the Annual Meeting Registration page in the AOS Member Portal. Depending on when you were last logged in, the system may prompt you to log in again.

2. Just below your contact information on the first screen, you will see a message highlighted in blue indicating that you have already registered for the meeting. Ignore that message and click the “Next” button in the lower right corner.

3. Proceed through the form until you arrive at the Registration page. It will show that you have already purchased a primary registration. Select any workshops or other additional events you wish to add.

4. Click “Next” in the lower right corner and proceed through the remaining screens to the payment page.

5. Enter your credit card information. You may use a different credit card than the one used for your original registration.

6. Click “Submit” to complete your payment.