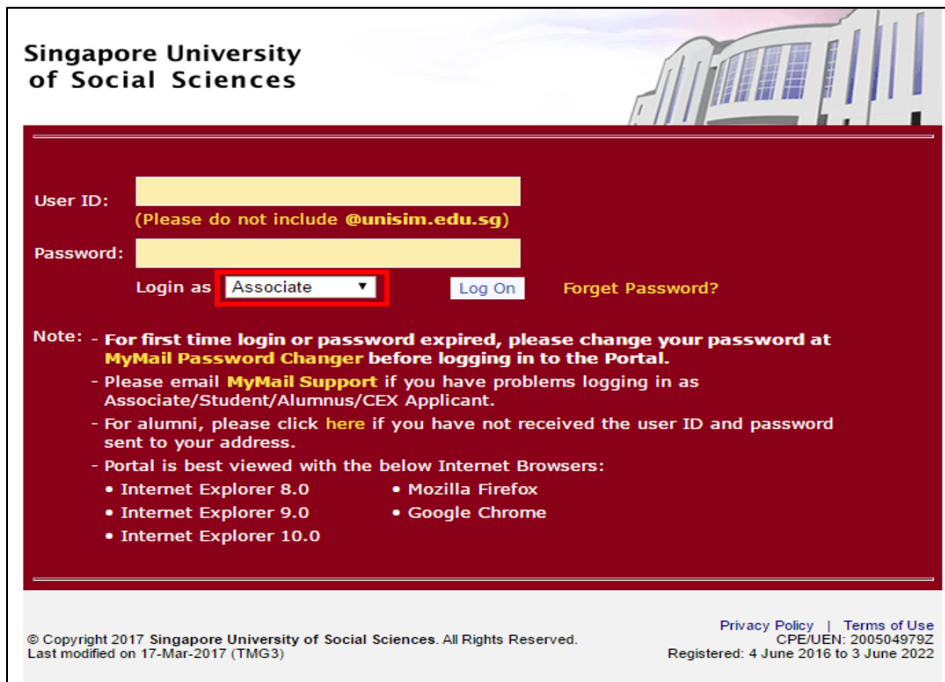
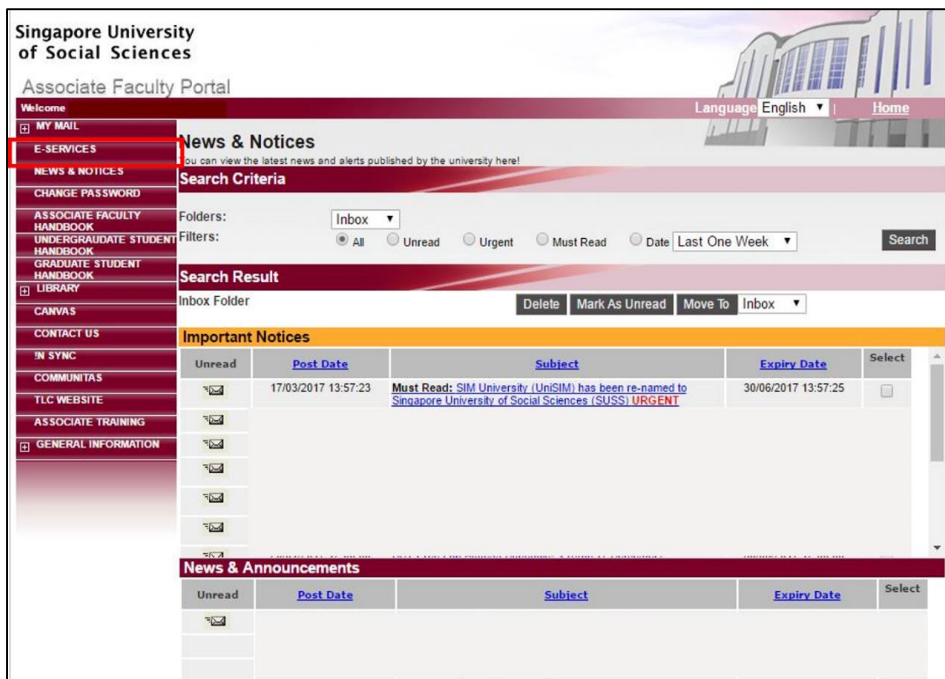


Guide to register for Associate events via Associate Portal

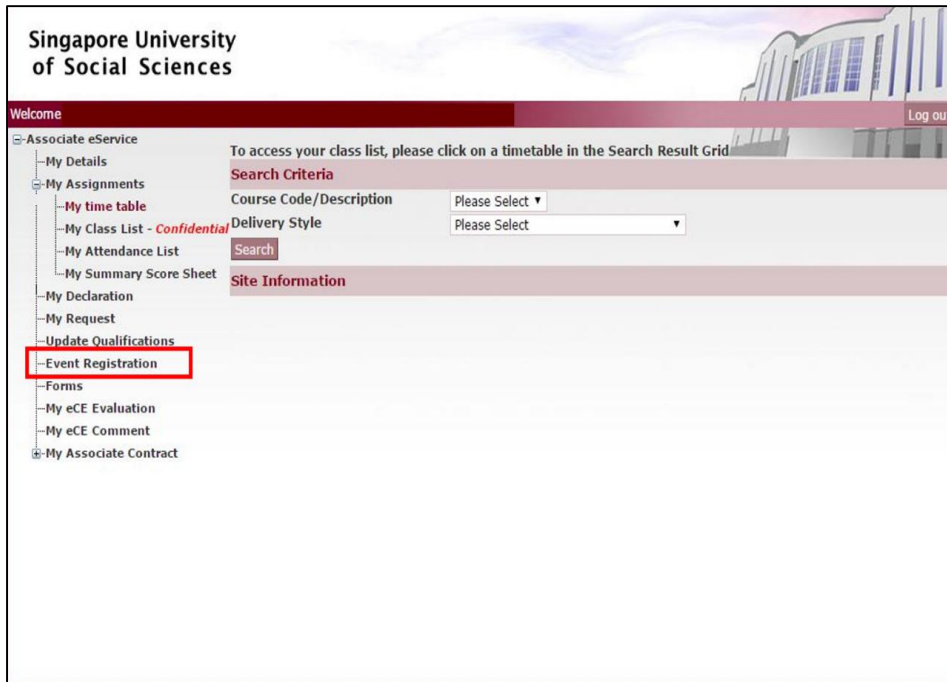
Step 1: Log in to the [Associate Faculty Portal](#) using the given User ID (eg. Johntan001) and password.



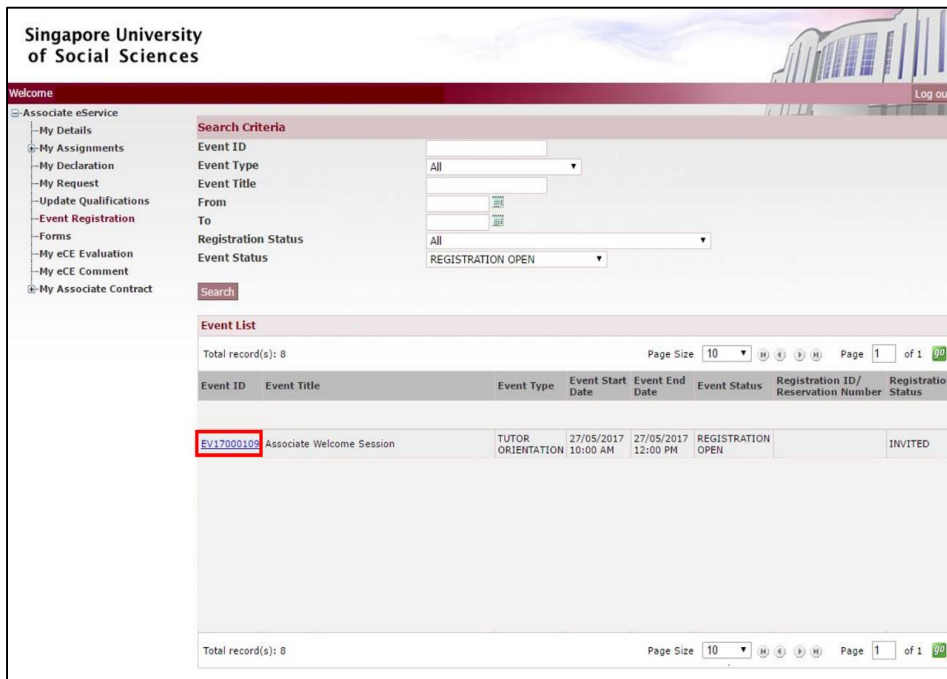
Step 2: Go into e-Services as highlighted in the screenshot below. A new window will pop up. Please ensure that you have allowed pop-ups on your browser. (you may refer to this link <http://www.wikihow.com/Disable-Popup-Blockers> on steps to allow pop-ups)



Step 3: Go into Event Registration as shown in the screenshot below.



Step 4: Click on the Event ID as circled in the screenshot below and proceed to register.



When your registration is successfully captured by the system, you will receive a confirmation email in your SUSS email.