

# How to Register a Group of Attendees for the 2026 Annual Conference of the International Society for Bipolar Disorders

*\*Groups of 40 or more attendees are eligible to receive the ISBD Member rate for all registrants regardless of membership status. To register a group of 40 or more, please contact ISBD@Parthenonmgmt.com.*

Start by logging in to the ISBD Registration Site:

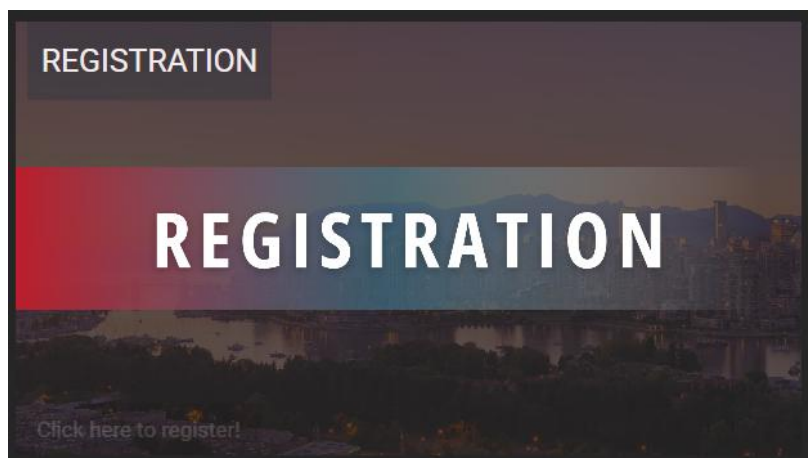
<https://isbd.societyconference.com/v2/> .

If you do not have an existing account, you can create one by clicking on the 'New User? Create An Account' button.

*\*Please note you can create an account even if you are not registering yourself (for example, an administrative assistant can create an account for themselves to create a group registration even if they are not attending the meeting themselves)*



Once you have created an account, click on the registration card on the homepage of the site and then select 'Register Now'.



To register a group in one transaction, click the ‘Switch to register a group or another person’ button.

Login/Create Account

Select Registrations

Respond to Questions


Review Registration

Submit Payment

Switch to 'register a group or another person'

Proceed to Next Step

Should you have a disability and need special accommodations, please contact the ISBD Conference Organizers at [ISBD@parthenonmgmt.com](mailto:ISBD@parthenonmgmt.com) or by calling 615-324-2365.



Enter the first name, last name, email address and country of residence for each person you are registering.

- If you need to register yourself for the conference, be sure to include yourself in this step.
- If the person you are registering has an existing account with ISBD, please be sure to use the same email address for their existing account.

Once everyone is added, select ‘Proceed to Next Step’

Switch to 'only register myself'

Proceed to Next Step

Attendees (3)

Status	First Name	Last Name	E-mail	Country	
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Add Attendee
In Progress	Kelly	Phy	kphy@parthenonmgmt.com	United States	edit remove
In Progress	Katie	Hefner	khefner@parthenonmgmt.com	United States	edit remove
In Progress	Tori	Swinehart	tswinehart@parthenonmgmt.com	United States	edit remove

Complete the registration form for each person in your group. You can either click the next person's name on the left side bar or click the 'Save & Move to Next Attendee Button' to toggle between attendees.

- For each attendee, you can choose to join ISBD or pay overdue membership dues if the attendee is an existing ISBD member. (To register at the reduced member rate, members must be current on 2024 dues.

Login/Create Account

Add Attendees

Select Registrations

Review Registration

Submit Payment

Back to Previous Step

Registering **Kelly Phy** (1 of 3)

Save & Move to Next Attendee

Proceed to Next Step

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1 Kelly Phy

None Selected

2 Katie Hefner

None Selected

3 Tori Swinehart

None Selected

Select Registration Type

Registration Type	Early Bird Jan 23 - Jun 16, 2026	Standard Jun 17 - Sep 01, 2026
<input type="radio"/> <b>Non-Member</b> Registration for general attendees (non-ISBD Members) based on the country of residence from the World Bank Classifications. <a href="#">Click here to view the world bank categories</a>	960.00 USD	1,060.00 USD
<input type="radio"/> <b>Student, Trainee, Resident, Postdoc</b> This is a participant that is classified as a student, trainee, resident, or postdoc. This rate is the same for all trainees regardless of country of residence or ISBD Membership status. You will be asked to upload verification of your status during the registration process. Valid verification includes a copy of a current student ID that clearly indicates student status or a letter on institution letterhead from your direct supervisor.	195.00 USD	295.00 USD

Once you have completed the registration form for all members of your group, click ‘Proceed to Next Step.’

Proceed to Next Step

The next step will allow you to review all registrations for accuracy before completing the registration. Click each attendee’s name or the ‘Review Next Attendee’ button to toggle between the registrants in your group.

Back to Previous Step

Reviewing **Kelly Phy** (1 of 3)

Review Next Attendee

Proceed to Next Step

1 **Kelly Phy**  
Non-Member

2 **Katie Hefner**  
Non-Member

3 **Tori Swinehart**  
Non-Member

Review Order

Registration Types	Amount
<b>Non-Member</b> (Quantity 1) Registration for general attendees (non-ISBD Members) based on the country of residence from the World Bank Classifications. <a href="#">Click here to view the world bank categories</a>	960.00
<b>Payment Total</b>	<b>960.00</b>

Once you have confirmed all registrant information is complete, click ‘Proceed to Next Step.’

Proceed to Next Step

On the final step, you will see each registrant and the fees associated that have been totaled. Complete the registrations by selecting the payment type at the bottom and entering the payment information and hitting 'Submit Registration.'

The screenshot shows a registration summary and payment form. At the top left is a button labeled "Back to Previous Step". At the top right is a yellow button labeled "Submit Payment", which is circled in yellow. Below this is a summary box for "Tori Swinehart" with a fee of "960.00 USD". It specifies "Non-Member (Quantity 1)" and includes a link to "view the world bank categories". The "Payment Total" is "2,880.00". Below the summary is the "Payment Options" section, which is circled in yellow. It has two radio buttons: "Pay by Credit Card" (selected) and "Pay Via Check or Transfer". Below the radio buttons are input fields for: Credit Card Number\*, Expiration Date\* (with dropdowns), Street (5034A Thoroughbred Lane), Country (United States), City (Brentwood), State (TN), Postal Code (37027), Phone (16159696834), and Email (kphy@parthenonmgmt.com).

You will receive an email confirmation and receipt for the entire group. Each individual participant will also receive a confirmation email for their individual registration.

If you have trouble registering a group, please contact [ISBD@Parthenonmgmt.com](mailto:ISBD@Parthenonmgmt.com) or by calling (615) 324-2365.