**2016 ERCOT Operator Training Seminar Registration Information**

December 11, 2015

**COURSE REGISTRATION INFORMATION**

Online Registration for the 2016 ERCOT Operations Training Seminar opens January 1, 2016 via a 2-step registration process including Cvent and the ERCOT LMS.

1. **Register/Make Payment** via: [2016 ERCOT OPERATOR TRAINING SEMINAR REGISTRATION LINK](http://www.cvent.com/d/3fq95t) (YOU MUST REGISTER HERE FIRST OR YOUR REGISTRATION WILL NOT BE HONORED.)
   1. **If you are paying by company credit card – make sure to clear through your accounting office for training payments, otherwise your transactions will fail.**
2. **LMS registration via**: [ERCOT LMS OTS REGISTRATION](https://www2.virtualtrainingassistant.com/Ercot/LearnerConnection/Security/Logon.aspx)

* The Early Bird fee for the seminar is $350.00 when registering January 1, 2016 – February 5, 2016.
* Late Registration after February 5, 2016 is $425.00.

Registrations will be accepted on a space-available basis. Accepted registrants will receive a confirmation email from Electric Reliability Council of Texas.

Cvent online registration for the Training Session is recommended prior to making hotel reservations.

**\*\*\*Cancellation of registration will not be refunded\*\*\***

**HOTEL RESERVATIONS**

The 2016 ERCOT Operator Training Seminar will be held at the Hilton Austin Airport Hotel – Austin, TX. They are located at 9515 Hotel Drive, Austin, TX 78719. Phone: 512-385-6767

The entire hotel is non-smoking.

A King bed is the overnight accommodations with ERCOT rates of $139+tax/night for your convenience. The room rate includes Wi-Fi, complimentary self-parking for hotel guests, 50% discount off self-parking rate for attendees *not* staying at the hotel (full price is $12/day). Individuals are responsible for Room & Tax/Incidentals.

Special requests for a mini-fridge for diabetics, etc. can be requested through the online registration process on the Guest Information page under Add special requests 🡪 Additional Comments.

Online room reservation information on the following page.

Online reservations can be made by clicking the chosen 2015 Operation Training Seminar links below or if you call to place your reservations, phone (512)-261-6600 and reference the corresponding ERCOT OTS session dates for the fixed rate of $139+tax/night:

**Session Reservation Code Session Reservation Code**

Dry Run: [2016 OTS DRY RUN](http://www.hilton.com/en/hi/groups/personalized/A/AUSAHHF-ERCOT-20160126/index.jhtml) Session1: [2016 OTS SESSION 1](http://www.hilton.com/en/hi/groups/personalized/A/AUSAHHF-ERCOT1-20160329/index.jhtml?WT.mc_id=POG)

January 26-28 March 29-31

Session2: [2016 OTS SESSION 2](http://www.hilton.com/en/hi/groups/personalized/A/AUSAHHF-ERCOT2-20160405/index.jhtml) Session3: [2016 OTS SESSION 3](http://www.hilton.com/en/hi/groups/personalized/A/AUSAHHF-ERCOT3-20160412/index.jhtml)

April 5-7 April 12-14

Session4: [2016 OTS SESSION 4](http://www.hilton.com/en/hi/groups/personalized/A/AUSAHHF-ERCOT4-20160419/index.jhtml) Session5: [2016 OTS SESSION 5](http://www.hilton.com/en/hi/groups/personalized/A/AUSAHHF-ERCOT5-20160425/index.jhtml?WT.mc_id=POG)

April 19-21 April 26-28

Session6: [2016 OTS SESSION 6](http://www.hilton.com/en/hi/groups/personalized/A/AUSAHHF-ERCOT6-20160502/index.jhtml?WT.mc_id=POG)

  May 3-5

*You are urged to make hotel reservations as soon as possible to ensure that you have accommodations.* ERCOT has arranged to reserve a block of 60 rooms (60) per session.

\*\*\*Three weeks prior to each Seminar session all room nights which have not been reserved will be released back to the hotel.

Each individual is also responsible for contacting the hotel to change or cancel their reservations should the need arise. ERCOT will not be held responsible for any hotel charges.

**CONTACT**

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System Operations Training | Electric Reliability Council of Texas, Inc.

*ERCOT is recognized by the North American Electric Reliability Corporation as a continuing education provider who adheres to NERC Continuing Education Program Criteria.*

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