



Online Registration Instructions

Register Online

1. Go to <https://higherthings.org/dcrh/>. Follow the link to the registration page.
 - a. You will either login to your registration account if previously set up OR create a new account if needed.
 - b. **All registrants in your group must be registered under the same account.**
 - c. We recommend saving your login information to easily access registrations later if needed.
2. If you have not already done so previously, fill in the group manager's information and the group's congregational information. The group manager does not need to attend the conference. This individual serves in an administrative capacity, managing the online registration and payment of the group.
3. You will now be prompted to begin registering your attendees, beginning with Conference Selection.

Conference Selection

4. Select the conference your group is attending and note the following:
 - a. Higher Things requires all participants to pay a non-refundable deposit (NRD) of \$150 to secure your spot at any given conference. This is especially crucial if waitlists are met. When a conference registration is selected, the NRD will automatically be added to your cart.
 - b. The total conference registration cost is the **listed amount plus the NRD**. The listed amount reflects the current registration rate at the time of ordering. If a registration is not paid in full by a registration rate deadline, the order will be updated to the current registration rate.

Attendee Information

5. The group manager will register all attendees (including themselves if they are attending the conference).
 - a. To add another registrant, return to the Dashboard and click the "Add Attendee" button.
 - b. Check the box at the top of the Attendee Information page for the group leader's registration! The group leader will serve as the actual leader of the group in attendance at the conference. It can be the same person as the group manager or be different.
 - c. If someone is attending with your group from a different church, fill out the church's information in the Pastor Section.
 - d. If you need to register anyone under 11 years of age, contact the registrar (registrar@higherthings.org).



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Terms and Conditions

6. Read and acknowledge the Terms and Conditions.

Housing

7. If you need additional Housing options, select “Yes” and choose the appropriate products as needed. You are able to make edits to these selections until May 15, 2026.
 - a. **Private Rooms** - All registrants are assigned to a double occupancy room by default but private rooms are available for \$150 (\$50/per night of the conference). An extra \$50 will be added for any additional nights you register for before or after the conference.
 - b. **Extra Nights** - Individuals or groups are able to stay on campus the night before the conference begins and the night after the conference ends if needed for an additional \$50 per person.
8. If desired, a registrant’s roommate request may be entered in the appropriate box. All roommate requests are due no later than May 1st, 2026. Higher Things does not guarantee all roommate requests will be honored.

Confirm Cart & Payment Options

9. Confirm your cart and proceed to the next step.
10. You will be directed to the payment options form. Select either Manual Payment or Online Payment. You are able to utilize a combination of both manual and online payments if you wish.
 - a. If you are paying via physical check, STOP at this page. Your registration will be marked complete once payment has been received and applied to your account.
 - b. Mail all physical checks to:

Higher Things, Inc.
PO Box 175
Lisbon, IA 52253

Include the group manager or church name and include any other pertinent information to ensure the check is applied to the correct account.
 - c. Please note that registration rates for manual checks are determined by **postmark date**. To avoid being charged a higher registration rate, take care to ensure checks are prepared and mailed with enough time to be postmarked according to your desired registration rate deadline.
11. If you select “Online Payment,” you will continue to the “Autobill Options” page.



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Autobill Options

12. Autobill options are for those making an online payment. Select your desired autobill plan:
 - a. Pay in Full - select this option to pay the full balance all at once
 - b. Pay Deposit Only Today - select this option to pay only the \$150 nonrefundable deposit
This plan will say the remaining balance is due August 1st, 2026. This is to avoid any users from being automatically charged.

Higher Things policy requires all attendees to be paid in full by May 1st, 2026 or incur a \$50 per person late fee. Attendees must be paid absolutely no later than the start date of the conference they are attending.

13. After selecting the preferred autobill option, you will be prompted to either add another attendee or return to the Dashboard.

Checkout & Payment

14. Once you have registered all your group members and are ready to make an online payment, return to the Dashboard and click the blue "Make a Payment" button. You will be directed to the check out page.
 - a. You can add or remove individual registrations from your current payment by clicking "Add/Remove Attendee From Current Payment"
15. Select your payment method, either E-check or credit card and proceed through the payment process.
 - a. Any credit or debit card payments will be charged a 5% service fee. E-checks do not incur a service fee.
 - b. For all card payments, please note the following: charges will look like your card is being charged as many times as people you have registered, plus one. The registration system takes the mass amount off to start as a pending charge and then charges each person's registration individually. After those payments are cleared, the pending charge for your will drop off, but this can take some time. Higher Things is unable to change this payment process as it is a product of the registration system. Because of this process, some credit cards get triggered as having fraudulent activity.

Editing Registrations

As you have need of it, you may edit an attendee's registration by logging back into your registration portal and clicking on the progress bar next to an individual's name. This feature will be active until May 1st 2026, at which point, any changes to registration will need to be addressed to the Higher Things registrar (registrar@higherthings.org).

We look forward to seeing you at the Dying Church Rising Hope 2026 Higher Things conferences this summer!