**Author Registration Form**

**\*NOTE**:To avoid delays in registration, please read the entire form carefully. Please submit your **Filled Registration Form (doc.), Final Paper (doc. and pdf.) and Payment Proof** to [icispc@bmail.org](mailto:icispc@bmail.org) before the deadline.

1. **Participant Information**

|  |  |  |
| --- | --- | --- |
| **\*Paper ID:** | | |
| **\*Paper Title:** | | |
| **\*Author(s):** | | |
| **\*Registration Name:** | | **Male□ Female□** |
| **\*Position:** Professor/ Associate Professor/ Assistant Professor/ Lecturer/ Ph.D. Candidate/ Postgraduate/ etc... | | **(one-inch photo)** |
| **\*Department/school/lab:**  **\*Affiliation:** | |
| **Research Area:** | |
| **\*Whether to attend the Conference:** Onsite□ Online□ | | |
| **\*Country:** | **\*Email:** | |
| **\*Mobile:** | **Telephone:** | |
| **\*Special Needs or Dietary Requirements:**  Vegetarian □ Muslim □ Other (please specify): | | |
| **Student ID Number of Your University (necessary for student author):** | | |
| **Please send email to conference secretary directly if invoice is needed. Provide below information in Chinese:**  发票抬头：  统一社会信用代码：  明细内容（择一）： 如“会议费”、“会务费”、“会议服务费”、“会议注册费”  仅提供电子发票 | | |
| **International Receipt Information:** | | |
| **Will you attend and registered for one-day tour (Offline Meeting):**  Yes □ No □ | | |

1. **Registration Fee**

Note:

1. Each paper must **have a full registration for presentation** of the paper at the conference and for **inclusion of the same paper in the conference proceedings**.
2. Each registration entitles to publication of only one paper. If **co-authors** of the same paper want to **attend the conference, they also need to register**.
3. One regular registration is within **FIVE** Pages for publication in Proceedings, including all figures, tables, and references. **Extra pages will be charged**.
4. Additional paper should be with one same author with the first paper.
5. Social Program is optional and is based on payment basis. Kindly send the tour request to conference secretary in writing when you submit the final registration documents.

Registration Fee= ( )+( ) Total:

|  |  |  |
| --- | --- | --- |
| **Registration**  **Categories** | **Early Bird Price**  **Until 10/04/2024** | **Standard Price**  **from 10/04/2024** |
| **Authors**  **(Standard)** | 550 USD | 580 USD |
| **Authors**  **(Students/TPC member)** | 520 USD | 550 USD |
| **Authors**  **(Invited Speaker)** | 420 USD | 480 USD |
| **Additional Paper** | 370 USD | 430 USD |
| **Extra page**  **(Over 5 pages)** | 70 USD | |
| **Extra Proceedings** | 70 USD | |
| **Social Program** | 150 USD | |

1. **Paying Method**

**Credit Card Payment**

[**https://confsys.iconf.org/online-payment/897438777**](https://confsys.iconf.org/online-payment/897438777)

**Please fill out the below table:**

|  |  |
| --- | --- |
| **Payment E-mail** |  |
| **Order ID** |  |

Please be kindly noted that the conference organizing committee is not responsible for authors’ visa application, transportation and accommodation. So we suggest you prepare them in advance.

**Please finish the registration before deadline, and send the following documents to** [icispc@bmail.org](mailto:icispc@bmail.org)**.**

**1. Camera ready paper (word & pdf);**

**2. Filled registration form (word);**

**3.Payment proof (jpg or pdf)**

1. **Cancellation Policy for Registration**

If the participants request cancellation and refund due to personal reasons, the following refund policy applies.

\* 60 days ahead of the conference: 70% of payment refund

\* 30-60 days ahead of the conference: 50% of payment refund

\* Within 30 days ahead of the conference: no refund

Cancellation and refund request must be made formally via email. No shows will not be refunded. The organizing committees is not responsible for problems beyond our control such as weather conditions, campus conditions, travel difficulties, visa problems, health issues, etc.

1. **Security Precautions:**

Fukuoka can be regarded as a safe city with a low rate of violent crime. However, pick pocketing and purse or cell-phone snatching do occur in the vicinity of train and bus stations, airports and in some public parks. Please be vigilante.

For the safety of your and others' personal and property, participants are required to wear name card, and those accompanying must wear the attendance card as well. Please keep the attendance card well. The conference leader onsite has the right to stop those without the attendance card from entering the meeting room.

Please note that the Organizing Committee will not accept liability for any kind of damage, losses or injuries occurring to persons or personal belongings during the conference. Be sure to organise suitable travel and health insurance.