

# BioVisionAlexandria (BVA) 2020 Conference Registration Guidelines



**9–11 April 2020**

Bibliotheca Alexandrina  
Alexandria, Egypt

[www.bibalex.org/BVA2020](http://www.bibalex.org/BVA2020)



# How can I register?

**Fill out**  
the online Application  
[Form](#)



1

**Pay**  
the Registration Fees



2

**Send us**  
your proof of  
Payment



3

**Receive  
Confirmation**  
A confirmation Email  
from the Conference  
Organizers



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# How much will I pay?



The fees are determined according to **payment date** and under which **category** you registered.

Category	Special Offers (until 30 September 2019)	Special Offers (1 October – 30 November 2019)	Special Offers (1 December 2019 – 29 February 2019)
Egyptian Participants 			
Students and fresh graduates (2015–2019)	EGP 200	EGP 250	EGP 310
Academics	EGP 450	EGP 560	EGP 700
Others	EGP 680	EGP 850	EGP 1,060
Non-Egyptian Participants 			
Students	USD 90	USD 112	USD 140
Academics	USD 445	USD 556	USD 695
Others	USD 500	USD 625	USD 780

- Registration fees are determined by **date of payment**, **NOT** the date of filling out and submitting the Registration Form.
- All registrations will close on 29 February 2020 or **upon reaching the maximum capacity for registered participants.**





# How do I know which category I fall into?

## 1. Students



- Undergraduate students
- Recently graduated (2015–2019)
- Master's or PhD degree students

## 2. Academics



Teaching Staff or Researchers

## 3. Others



Administrative staff at governmental or non-governmental institutions, private sector employees, etc.



# How will I pay the registration fees?

## You have Three Options

### Online



### E-Payment

via E-Payment  
system on  
BVA2020  
website

### BVA2018 Tickets



### Buy Tickets

BVA2020 Tickets  
from Bibliotheca  
Alexandrina.

This method is  
available **only**  
for individuals.

A hard copy of  
your payment  
statement **must**  
be provided to  
the BA Tickets  
Office.

### Wire Transfer



### Transfer

Your registration fees  
from your **personal**  
**bank** account to the  
Bibliotheca Alexandrina  
bank account.

This method is available  
for both **individuals**  
and **groups**.

Use the banking  
information included in  
the autoreply E-mail.



# What is meant by “Proof of Payment”?

It is the **document** that proves that you have **paid** the Conference Registration **Fees**.

It varies according to the method of payment

Cash

It is a scanned copy of your BVA2020 Conference ticket



Wire Transfer

It is the bank receipt



E-Payment

It is the transaction confirmation E-mail you shall receive upon making the E-Payment





# How I can send you the Proof of Payment?

## In case of

### Cash

**Log in to your BVA 2020 Registration Form and Upload** your Proof of Payment (bank receipt/tickets)

- ☐ BioVision Lyon 2011
- ☐ BioVisionAlexandria 2012
- ☒ BioVision Lyon 2013
- ☐ BioVisionAlexandria 2014
- ☒ BioVision Lyon 2014
- ☐ BioVision Lyon 2015

Uploaded proof of payment/ receipt **no file uploaded**

**2. Or Send** scanned copy of your proof

Note: You may send your Proof of Payment to

[Yousra.Sobeih@bibalex.org](mailto:Yousra.Sobeih@bibalex.org), and  
[Maggie.Mohammed@bibalex.org](mailto:Maggie.Mohammed@bibalex.org)  
[BioVisionAlexandria@bibalex.org](mailto:BioVisionAlexandria@bibalex.org);

### E-payment

**Forward** the E-mail of payment confirmation you will receive upon making the E-Payment to:  
[Yousra.Sobeih@bibalex.org](mailto:Yousra.Sobeih@bibalex.org)  
[Maggie.Mohammed@bibalex.org](mailto:Maggie.Mohammed@bibalex.org)  
[BioVisionAlexandria@bibalex.org](mailto:BioVisionAlexandria@bibalex.org)

**Q:** I filled in and submitted the Registration Form, I received an autoreply E-mail with my password and Conference ID. Does this mean that my registration is **complete**?

**A:** **No**, you still have to **pay** the Registration **Fees** and **upload** your proof of payment to website or **send** it to the Organizing Committee as mentioned earlier.



**Q:** How will I know that my **registration** is **confirmed** and my registration fees have been received?

**A:** When you receive a **confirmation E-mail** from one of the Conference Organizers that your registration is complete





**Q:** Are there any special offers or **discounts**?



**A:** **Yes**, you get a discount if you registered as a group. The **discount** varies according to the group number. **Groups** start with **Five persons**

**Q:** How can I become a member in a group?



**A:** You can **form a group** of your friends /acquaintances /colleagues /relatives who might be interested in attending the Conference, or you can join an existing formed group at your institution /college /faculty /university /school.  
**Groups** start with **Five persons**.

**Q:** What is meant by **group registration**?



**A:** It means that a group of five or more people paid their registration fees collectively so they can receive discount on registration fees.



**Note:** Group registration fees are paid through e-payment **ONLY**

**Q:** Are there any **special offers** for group registrations?



**A:** Yes, we offer discounts and special offers for groups starting with five people.

Number of group members	Offer (Till the registration closure)
5-9	25%
10-above	50%



# What is the procedure for making a group registration?

**1** Each of the group members shall fill out the **Online Registration Form**, individually.

**2** In the group registration section; the group's contact person adds the group members by their national ID **الرقم القومي**, and the overall payment after discount will be conducted online and payed by the contact person. You can pay either through e-payment or wire transfer. Please use the **payment instructions** included in the autoreply you shall receive upon submitting your Group Registration Form.

**3** Once we receive the group online payment, **Confirmation E-mails** will be sent to each member of the group shortly.

## Important Notes

- 1** **Group payments** are done using the **E-Payment or Wire Transfer**.
- 2** After payment, please send the organizers team your group list of names, registration numbers-Conference ID, and national IDs numbers.
- 3** **Deadline** for receiving group payments is in the same month of payment; upon paying the registration fees.

***Note:** All registrations will close on 29 February 2020 or upon reaching the maximum capacity for registered participants.*

**Q:** I am a member in a group, should I **fill out an online** Registration Form?

**A:** **Yes**, you must fill out a Registration Form so you can obtain your own **Conference ID number**, and for the Organizing Committee to be able to receive your information.

**Q:** I am a member in a group, how will I know that my Registration has been **confirmed**?

**A:** You will receive a **confirmation E-mail** from one of the Conference Organizers confirming that your registration is **complete**.

**Q:** I am an **non-Egyptian** student studying in Egypt, will I have to pay according to **non-Egyptian participant rates**?

**A:** If you study and live in **Egypt** and hold a **student ID card** stating that you are affiliated to an Egyptian university, then you shall pay according to the **Egyptian participant rates**.



# Who can I contact if I have any inquiry?

## CSSP Office

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Fax: +(203) 4820469

[BioVisionAlexandria@bibalex.org](mailto:BioVisionAlexandria@bibalex.org)

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## BVA2020 Website

[www.bibalex.org/BVA2020](http://www.bibalex.org/BVA2020)



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## Facebook

<https://www.facebook.com/biovisionalexandria>

## Twitter



<https://twitter.com/BioVisionAlex>