

# BioVisionAlexandria (BVA) 2018 Conference Registration Guidelines



**20–22 April 2018**

Bibliotheca Alexandrina  
Alexandria, Egypt

[www.bibalex.org/BVA2018](http://www.bibalex.org/BVA2018)



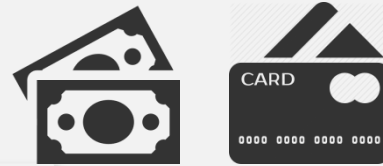
# How can I register?

**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



4



# How much will I pay?



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

Category	Special Offers (until 31 August 2017)	Special Offers (1 September – 30 November 2017)	Special Offers (1 December 2017 – 30 March 2018)
 <b>Egyptian Participants</b>			
Students and fresh graduates (2010–2017)	EGP 130	EGP 200	EGP 270
Academics	EGP 300	EGP 450	EGP 600
Others	EGP 450	EGP 600	EGP 680
<b>Non-Egyptian Participants</b> 			
Students	USD 90	USD 175	USD 220
Academics	USD 445	USD 500	USD 670
Others	USD 500._	USD 670	USD 1000



Registration fees are determined by **date of payment**, **NOT** the date of filling out and submitting the Registration Form.



# How do I know which category I fall into?

## 1. Students



- Undergraduate students
- Recently graduated (2010 -2017)
- 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 four Options



### E-Payment

via E-Payment system on BVA2018 website

OR



### Buy Tickets

BVA2018 Tickets from Bibliotheca Alexandrina.

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

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

OR



### Deposit

Your registration fees at any CBE Bank (Central Bank of Egypt) branch.

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

OR



### Transfer

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

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 BVA2018 Conference ticket



Bank Deposit/  
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, Bank Deposit,  
Wire Transfer

E-payment

**1. Log in to your BVA 2018 Registration Form and Upload** your Proof of Payment (bank receipt)

- 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 of payment by E-mail to:

[Yousra.Sobeih@bibalex.org](mailto:Yousra.Sobeih@bibalex.org)

**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)

**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 **send** your Proof of Payment  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 attended **BVA2016** or **BV Lyon 2017**, or if you are a BA Friend or a member in a group (**group registration**)

**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 **Two persons**.

*(Contact us for additional information on group offers)*

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



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

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



**A:** Yes, we offer discounts and special offers for groups starting with two people. For additional details about special offers, contact Ms. Yousra Sobeih: [yousra.sobeih@bibalex.org](mailto:yousra.sobeih@bibalex.org)

**i** **Note:** Discounts differ according to the **number of people** in a group.



# What is the procedure for making a group registration?

01

The group's contact person should contact [yusra.sobeih@bibalex.org](mailto:yusra.sobeih@bibalex.org) to know which **discount rate** shall apply to the group, so the group members can pay the fees accordingly.

02

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

03



The group's contact person shall deposit the **Registration Fees** collectively at Central Bank of Egypt or CIB. Please use the **banking information and payment instructions** included in the autoreply you shall receive upon submitting your Registration Form.

04

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

## Important Notes

1

In the case of depositing the fees  at the BA Cashier, make sure to bring a printed **hard copy** of the **group's list of names** . The list should include the following: the name of each member of the group, **Conference ID**, **category**, **amount paid** per person, and the **total sum of the fees**. (The group list of names must be computer typed and printed).

2

**Deadline** for receiving group payments is **31 January 2018** or **Registration Closure**

The group's contact person shall send the **group's names**, **E-mails**, and **Conference registration IDs** (acquired upon **filling out the online Registration Form**) to: [yousra.sobeih@bibalex.org](mailto:yousra.sobeih@bibalex.org) along with the **proof of payment**.

**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**.

**Q:** I am an **Egyptian** student yet studying **abroad** in a non-Egyptian university. Will I have to pay according to non-Egyptian participant rates or Egyptian rates?

**A:** You will pay according to **Egyptian rates**.

# Who can I contact if I have any inquiry?

## CSSP Office

Ms. Yousra Sobeih

E-mail: [yousra.sobeih@bibalex.org](mailto:yousra.sobeih@bibalex.org)

Phone: +(203) 4839999; Ext.: 2223

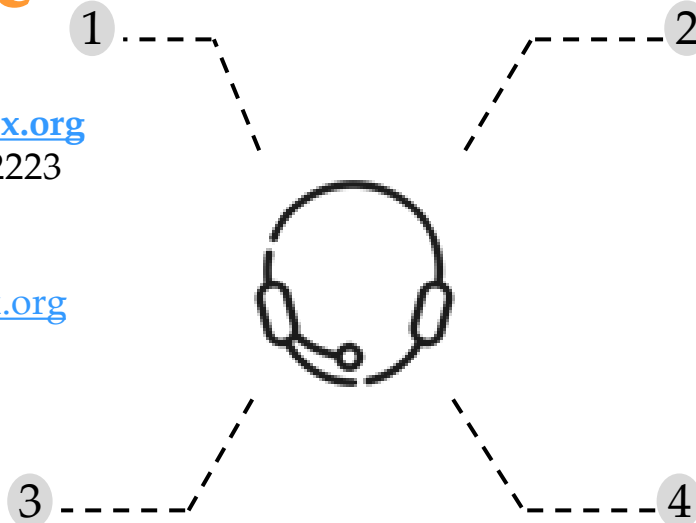
Fax: +(203) 4820469

or

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

## BVA2018 Website

[www.bibalex.org/BVA2018](http://www.bibalex.org/BVA2018)



 **Facebook**

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

**Twitter** 

<https://twitter.com/BioVisionAlex>