

IEEE Asian Test Symposium 2012

Registration Application Procedures

Registration Fee

Category	Early Registration (on and before October 18, 2012)	Late Registration (on and after October 19, 2012)
Symposium (Members)	JPY 45,000	JPY 54,000
Symposium (Non-members)	JPY 57,000	JPY 69,000
Symposium (Student/Life/Retired members)	JPY 11,000	JPY 13,000
Symposium (Student non-members)	JPY 14,000	JPY 17,000
Symposium 1st-day-only [Nov.20] (Members)	JPY 27,000	JPY 27,000
Symposium 1st-day-only [Nov.20] (Non-members)	JPY 34,000	JPY 34,000
Tutorial Full Day (Members)	JPY 23,000	JPY 30,000
Tutorial Full Day (Non-members)	JPY 32,000	JPY 42,000
Tutorial Full Day Others (Students/Life/Retired)	JPY 13,000	JPY 17,000
Tutorial Half Day (Members)	JPY 14,000	JPY 18,000
Tutorial Half Day (Non-members)	JPY 18,000	JPY 25,000
Tutorial Half Day Others (Students/Life/Retired)	JPY 9,000	JPY 11,000

*Extra social event tickets JPY10,000

Registration fee includes:

Symposium (Members)	proceedings social event (reception on Nov.19, tour, banquet on Nov.21)
Symposium (Non-members)	proceedings social event (reception on Nov.19, tour, banquet on Nov.21)
Symposium (Student/Life/Retired members)	proceedings
Symposium (Student non-members)	proceedings
Symposium 1st-day-only [Nov.20] (Members)	proceedings reception on Nov. 19
Symposium 1st-day-only [Nov.20] (Non-members)	proceedings reception on Nov. 19

*IEEE member rate is also applied for IEICE members.

*Registration fee for IEEE member and Non-member includes social event tickets.

*Student/Life/Retired member fees do not include the social event (the reception, the tour and the banquet).

*At least one author must register with the paper reference number by September 7.

*Participant lists including name, affiliation, and country will be distributed to attendees.

*If you need to cancel or edit, please contact westec_op13@west.itb.jp

*Only be issued a receipt in full amount of registration (Include:social event ticket, extra ticket)

If you need a receipt of hotel, please contact westec_op13@west.itb.jp

*If you need change of item about receipt, Please contact westec_op13@west.itb.jp

*We will pass ireceipt at the venue on the day.

For domestic participants:

日本の方はお支払いの際、銀行振込にてお願いいたします。

会議の運営経費削減にご協力ください。

Registration Procedure

Please complete your registration by logging-in to your "My Page".

If you have not yet registered your personal information, please first complete the required items on the ID Application page in order to obtain a log-in ID and Password.

Payment Procedure

After you complete your reservation, please click the "Full Payment" button displayed on the Payment Status page.

Credit Card payment, Convenience Store payment, Pay-easy are acceptable for the Symposium. In order to make your reservation, a full deposit will be necessary. Payment must be made latest on or before 5 November, 2012.

[How to pay by credit card]

The credit cards listed below can be used to make payments.

[Visa](#), [MasterCard®](#), [JCB](#), [AMEX](#), [Diners Club](#)

1. For VISA, Master Card®, and JCB cardholders

This system supports 3-D Secure for certain cardholders in order to provide a more secure online payment experience.

What is 3-D Secure?

This system adds an authentication step to the online payment process by requiring the user to enter a previously registered password on an authentication screen provided by the credit card issuer. International credit card brands VISA, MasterCard®, and JCB recommend that merchants make use of this system.

Credit card issuers use different names to refer to their implementation of 3-D Secure, including [Verified by VISA \(used by VISA\)](#), [MasterCard® SecureCode™ \(MasterCard®\)](#), and [J/Secure™ \(JCB\)](#).

*Some issuers allow cardholders to use the same password they have been assigned for accessing their monthly statements online or having them sent by email. If this password is not entered, or if an incorrect password is entered, the online transaction will not be completed.

*If you forget your password or experience other authentication-related issues, please contact your credit card issuer. (For more information, see your credit card issuer's website.)

*In terms of the actual payment process, once you have entered your card information (issuer, card number, expiration date, and cardholder name), click the "Next" button to proceed to the credit card issuer's authentication screen.

2. For AMERICAN EXPRESS (AMEX) and Diners Club International cardholders

Card number, expiration date and security code will be required for the payment.

*The security code is the last 3 digits of the number printed above the card holder signature area on the back of the card.

*For American Express cards, this is the 4 digits number stamped above the card number on the front of the card.

[For more details on the credit card payment, please refer to *About Payment* on My Page.](#)

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*銀行振込で手順がご不明な場合は、JTBまでご連絡をお願い致します。(westec_op13@west.itb.jp)

お振込先情報をお送りさせていただきます。

*銀行振込の際のお振込手数料はご参加者様負担となりますので、予めご了承をお願いいたします。

*銀行振り込みの送金の期限は、10月25日までです。参加登録後、1週間以内にお振込お願い致します。

*Early Registration期間中にお振込が確認できない場合は、Late Registrationの料金が適用されますので、ご注意ください。

*WEB上での事前参加受付けの終了後は、当日現金にてお支払いいただきます。

Confirmation

Your registration will be completed upon receipt of your on-line registration information and payment.

A "Confirmation sheet" button will be displayed when you complete your registration.

Please print out your confirmation slip by clicking the "Confirmation sheet" button and bring it with you to the On-site Registration Desk.

Cancellation

*In case of cancellation, your registration fee will be refunded after deducting the cancellation fees as shown below.

*Please note all refunds will be made after the the Conference/the Symposium.

Cancellation Fee

On or Before October 18	JPY 5,000
On or After October 19	100% of the registration fee/No refund

If you wish to cancel your registration, please contact westec_op13@west.itb.jp.

Deadline for Registration

The deadline for online registration is

23:59 of November 5, 2012, Japan Standard Time (GMT+9)

Inquiries for Registration

Please send us your inquiries by logging-in to your "My Page" and clicking on the "Inquiry" button.

JTB Western Japan Corp.,
MICE Center
IEEE Asian Test Symposium 2012

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E-mail: westec_op13@west.itb.jp
Office hours: 9:30-17:30 (weekdays only)

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