# REGISTRATION FORM
INTERNATIONAL CONFERENCE ON EDUCATION (ICE 2015)
2nd – 4th June 2015, Bandar Seri Begawan, Brunei Darussalam

<table>
<thead>
<tr>
<th>Title &amp; Position (please tick one)</th>
<th>Mr.</th>
<th>Ms.</th>
<th>Prof.</th>
<th>Dr.</th>
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<tbody>
<tr>
<td>First Name</td>
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<td>Last Name</td>
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<td>Affiliation / Organization</td>
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<thead>
<tr>
<th>Registration Type (please tick one)</th>
<th>International</th>
<th>Local Presenters</th>
<th>Local Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
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<tr>
<td>Phone number</td>
<td>Fax</td>
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<td>E-Mail Address</td>
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## ICE 2015 REGISTRATION

<table>
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<tr>
<th>Conference Duration</th>
<th>2nd June 2015 – 4th June 2015</th>
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### International Participants
- Conference Fee: USD 200 per person
- Participants: USD 180 per person (If registered in a group of 3)
- Participants: USD 165 per person (If registered in a group of 5)

**Early Bird (before 31st March 2015):**
- USD 150 per person (ONLY for International participants)

**For Early Bird:**
- If registered in a group of 3, FREE REGISTRATION for another 1 person
- If registered in a group of 5, FREE REGISTRATION for another 2 persons
  - NO Early birds for students

### Local Institutions (Presenters)
- Conference Fee: BND 150 per person

### Local Institutions (Participants)
- Conference Fee: BND 170 per person
- Students: BND 50 per person

## PAYMENT METHOD
Payment can be made by any of these options:
- **Bank Draft** (personal cheque not accepted)
- **Telegraphic Transfer**
- **On-site Registration & Payment** (Payments can be made by Cash in Brunei Dollars or VISA / Master / AMEX credit cards. Foreign currencies or personal cheque will not be accepted)

**Bank draft must be payable to:**
- **Beneficiary:** Tabung Universiti Brunei Darussalam
- **Bank’s Name:** Hongkong and Shanghai Banking Corporation
- **Bank Address:** Corner of Jalan Sultan / Jalan Pemancha, Bandar Seri Begawan, BS8811, Negara Brunei Darussalam

**Telegraphic Transfer payment must be made to:**
- **Account Name:** Tabung Universiti Brunei Darussalam
- **Account No:** 004-025359-001
- **Bank’s Name:** Hongkong and Shanghai Banking Corporation
- **Bank Address:** Corner of Jalan Sultan / Jalan Pemancha, Bandar Seri Begawan, BS8811, Negara Brunei Darussalam
- **Swift Code:** HSBCBNBB

## CANCELLATION POLICY
Payment is due 30 days of the invoice date. Cancellations or deferrals must be submitted in writing more than 30 days before the start of the conference to receive full refund. Due to the conference preprogram preparation, cancellations or deferrals received 14 to 30 days before the conference start date are subject to a fee of one-half of the conference fee. Requests received 14 days or less of the conference start date, conference fees are non-refundable.

## IMPORTANT NOTE
For payment using **bank draft**, please indicate the names of the sender at the back of the cheque together with the registration form and mail to:
- The Bursar
- Universiti Brunei Darussalam
- Jalan Tungku Link
- Gadong BE1410
- Negara Brunei Darussalam
For payment made using **telegraphic transfer**, please indicate the name of sender and the name of the conference when remitting the payment. Please note that all bank charges should be borne by the participant. A full registration fee must be received by the Organiser.

The sender must fax the bank transfer advice or T/T slip to the Finance Department (Attention: The Accountant) at Fax Number +673-2461554 for the Finance Department to trace the payment.

For further information and queries, please contact **ice2015.shbie@ubd.edu.bn**