

REGISTRATION FORM

INTERNATIONAL CONFERENCE ON EDUCATION (ICE 2015)
2nd – 4th June 2015, Bandar Seri Begawan, Brunei Darussalam
Website: <http://shbie.ubd.edu.bn/ice-2015/>



Title & Position (please tick one)	Mr.		Ms.		Prof.		Dr.	
First Name								
Last Name								
Affiliation / Organization								
Registration Type (please tick one)	International		Local Presenters		Local Students			
Address								
Phone number				Fax				
E-Mail Address								

ICE 2015 REGISTRATION

Conference Duration 2nd June 2015 –
4th June 2015

International Participants	
Conference Fee : USD200 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 31 st 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 <ul style="list-style-type: none"> • 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**