

# REGISTRATION PROCESS



## 1. Fill out the online registration form

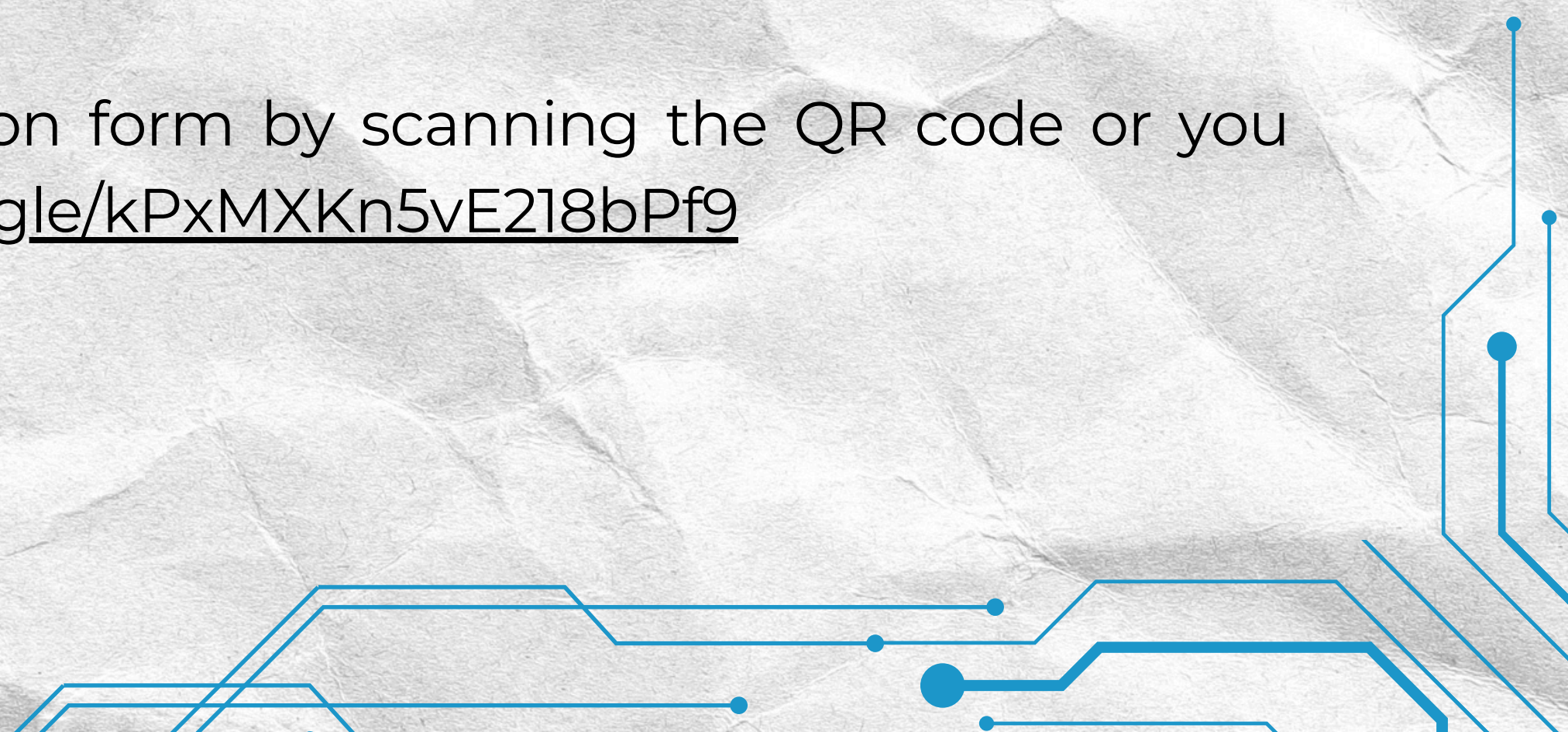
Please note that the registration for CUPSCON5 will end on the following dates:

**30 June**, for Presenting Participants

**30 June**, for Non-Presenting Participants

There's only one registration form for presenting and non-presenting participants. You may skip the section that is not appropriate to you when filling out the form. Please make sure that the details provided are correct and accurate.

You may access the registration form by scanning the QR code or you may use this link: <https://forms.gle/kPxMXKn5vE218bPf9>



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## 2. Payment for the Conference Fee

Please note that your registration will not be processed until payment for the conference fee has been received.

The conference offers big discounts for early bird registrants starting on **May 27** and closing on **June 30**. The regular registration fee will apply from July to August.

When filling out the form, please select the payment method (bank deposit or online banking transfer) as indicated in the registration form. Kindly refer to the following for our bank account details:

**Name of Bank:** Land Bank of the Philippines

**Bank address:** Apacible Street, UP Diliman Campus, Quezon City

**SWIFT CODE:** TLBPPHMM

**Philippine Peso Account name:** UPS TRUST CURRENT ACCOUNT

**Philippine Peso Checking Account No:** 3072-1007-50

**USD\$ Account name:** LBP TRUST DOLLAR

**USD\$ Savings Account No:** 3074-0017-92

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Once you have completed the payment transfer, please email your payment receipt to [cupscon@up.edu.ph](mailto:cupscon@up.edu.ph) with the subject heading **[CUPSCONS5 PaymentSlip\_Full Name]**. Upon receipt of proof of payment, confirmation of your registration will be sent via email within a maximum of 3 days.

The conference fee includes conference participation, food (snacks and lunch), a conference kit, a book of abstracts, a certificate, and other conference-related activities. You may refer to the matrix below for the conference fee:

Category	Rate	Early Bird	Walk in
<b>Presenters based in the Philippines</b>	4,000 php	3,200 php	5,000 php
<b>Student Presenters based in the Philippines</b> ( <i>with proof of current enrollment</i> )	2,800 php	-	3,500 php

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Category	Rate	Early Bird	Walk in
<b>Presenters based outside the Philippines</b>	100 USD <i>(plus transfer charges)</i>	90 USD <i>(plus transfer charges)</i>	120 USD
<b>Student Presenters based outside the Philippines</b> <i>(with proof of current enrolment)</i>	80 USD <i>(plus transfer charges)</i>	-	100 USD
<b>Day rate for non-presenting participants</b> <i>(Inclusion: Food, Certificates, Conference Kit)</i>	1,500 Php	-	-
<b>Day rate for non-presenting Students with proof of current enrolment</b> <i>(Inclusion: Food, Certificates, Conference Kit)</i>	1,000 php	-	-

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## 3. Notification of Registration

Once the payment is received and verified, the secretariat committee will notify you of registration, including the final reminders for the conference, a list of recommended hotels around the venue, and the conference program flow.

Please note that the conference will not allow any payment refunds. So please make sure to input the right details before payment.

If you have other questions kindly contact us at [cupscon@up.edu.ph](mailto:cupscon@up.edu.ph) or 09066246569.