Terms and conditions

Registration options

There are several options for registering participation:

Early-Bird registrations

1. Early-bird registrations – high and upper-middle income country

All persons coming from high and upper-middle income countries are asked to register under this category. The early-bird registration fee is 350 EUR (until February 15, 2020).

2. Early-bird registrations – low and lower-middle income country

All persons coming from low and lower-middle income countries are asked to register under this category. The early-bird registration fee is 250 EUR (until February 15, 2020).

3. General Assembly Delegate – high and upper-middle income country

This category is only relevant for the IRCT member centres. Each IRCT member may register one designated delegate to represent their centre at the General Assembly and participate in the Symposium. The General Assembly Delegate fee in this category is 150 EUR.

4. General Assembly Delegate – low and lower-middle income country

This category is only relevant for the IRCT member centres. Each IRCT member may register one designated delegate to represent their centre at the General Assembly and participate in the Symposium. The General Assembly Delegate fee in this category is 100 EUR.

5. Local participants

All persons residing in Georgia are asked to register under this category. The registration fee is 100 EUR.

6. Students

All students of Ilia State University are asked to register under this category. The registration fee is 30 EUR.

Regular Registrations

1. High and upper-middle income country

All persons coming from high and upper-middle income countries are asked to register under this category. The registration fee is 380 EUR.

2. Low and lower-income income country

All persons coming from low and lower-income countries are asked to register under this category. The registration fee is 280 EUR.

Additionally, registration for the categories 3 to 6 from the ‘Early-Bird Registrations’ section continues under ‘Regular Registrations’ as well.

A list of countries classified by income according to World Bank can be found on this link.
Registration Fee

Registration for the symposium requires a fee. The registration fee covers the participation in the two days of symposium, poster showcases, opening event and conference reception.

Registrations fees for each category are as follows:

<table>
<thead>
<tr>
<th>Category</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Early-Bird high and upper-middle income country</td>
<td>€350</td>
</tr>
<tr>
<td>High and upper-middle income country</td>
<td>€380</td>
</tr>
<tr>
<td>Early-Bird low and lower-middle income country</td>
<td>€250</td>
</tr>
<tr>
<td>Low and lower-middle income country</td>
<td>€280</td>
</tr>
<tr>
<td>Local participants - Georgia</td>
<td>€100</td>
</tr>
<tr>
<td>Students</td>
<td>€30</td>
</tr>
<tr>
<td>General Assembly delegates - high and upper-middle income country</td>
<td>€150</td>
</tr>
<tr>
<td>General Assembly delegates – low and lower-middle income country</td>
<td>€100</td>
</tr>
</tbody>
</table>

Financial Support for Participation

The organisers are working toward establishing a limited number of scholarships for IRCT members that may require scholarships to attend the event. If scholarships are made available we will publish an update on the event website and announce the launch of an application process.

Accommodation

Participants of the 2020 IRCT Scientific Symposium & General Assembly are responsible for organizing accommodation, meals and transportation for themselves.

Payment of Fees

Registration fee payments may be made via:

1. Credit card payment (Visa and MasterCard)
2. Bank Transfer
3. PayPal

In the case of payment-related errors, the IRCT, GCRT and Ilia State University do not assume any responsibility or provide additional compensation but will implement relevant refund and cancellation policies.

Refund and Cancellation Policies

Cancellations must be submitted in writing to the IRCT Secretariat via symposium-ga@irct.org.

All cancellations must be received by the Secretariat by the 10th of July 2020. Those entitled to a refund, will be charged a handling fee of 50 EUR. No refunds will be provided to registrants who cancel after the given date, or who fail to attend the event (no-show).
Individuals that complete the payment process, but subsequently receive financial subsidies will receive a refund in accordance with their granted funds against the invoice. No handling fee will be charged.

Delegates with Special Needs
The IRCT, GCRT and Ilia State University prioritize the accessibility and comfort of participants with special needs. Should you require any specific assistance, please include a brief statement on your registration form under the section “Special Requirements”, or send an email to symposium-ga@irct.org.

Abstract Submission
Authors are asked to identify a track that best corresponds with the abstract that is being submitted for the consideration of the Scientific Committee. Please note, the Committee may accept abstract for presentation under a different track than that which was selected by the author; if so, the author will be informed of this change.

Insurance
Registration fees do not include personal travel insurance of any kind. We strongly recommend that when registering for the event and making travel arrangements, individuals seek an adequate travel insurance to cover any potential losses, cancellations, emergency medical incidents, or any other need.

The IRCT, GCRT and Ilia State University do not assume any responsibility from any gaps in insurance acquired.

Visa Requirements
All attendees are responsible for obtaining their own visa(s). All information on Georgia’s visa policies and application process may be found via this link. If you require an invitation letter to support for visa application, please indicate this in your registration. Please note: In order for the IRCT to issue an invitation letter, the participant must have completed their registration and payment.

Please contact us at symposium-ga@irct.org for further information on invitation letters.

Liability
Attendance for the 2020 IRCT Scientific Symposium & General Assembly is at your own risk. In no event will the IRCT, GCRT or Ilia State University be liable for death, injury, any loss, cost or expense suffered by any person (including accompanying persons, partner, or attendant caregivers). In particular, the IRCT, GCRT or Ilia State University are not liable for losses associated with services provided by any third party, including but not limited to: the venue, travel agencies, visa services or transport operators. Additionally, the IRCT, GCRT or Ilia State University will not be held liable for losses or injuries associated with technical or medical matters within the conference venue or the host city.

It is the intention of the IRCT, GCRT and Ilia State University to conduct the event according to the established schedule and dates published on its event page and reiterated within the registration options.

However, unlikely, unforeseen circumstances may result in schedule changes or conference cancellation. Registrants will be notified by e-mail of major changes or cancellation.

For specific inquiries, please send an e-mail to symposium-ga@irct.org.
Data Privacy

The organisers are committed to protecting your data privacy. Below, we outline how we collect and store information provided via the registration and abstract submission processes, as well as the use of the event application.

When registering for the 2020 IRCT Scientific Symposium & General Assembly, you will be required to provide basic information about yourself in order for the organisers to adequately process your registration. All required fields are indicated with an asterisk. You will not be able to continue your registration without providing required information. Some fields remain optional, as they serve to provide organisers with additional information on participants. We use your data to provide services (such as, but not limited to, invoicing & event communication), and in the event promotion and advertising. Users may request a full overview of the data stored by the organisers by writing to symposium-ga@irct.org.

Please note: Organisers have taken all reasonable steps to ensure your information is stored securely. While we are committed to ensuring your data remains protected, no transmission over the internet is 100% secure. Under no circumstances will any information will be transferred to third parties without your specific consent. If you have any additional questions on the collection, storage and protection of data, please feel free to email symposium-ga@irct.org.

Code of Conduct

Our conference is dedicated to providing a harassment-free conference experience for everyone, regardless of gender, gender identity and expression, age, sexual orientation, disability, physical appearance, body size, race, ethnicity, religion (or lack thereof), or technology choices.

More information

If you have any questions or concerns, please contact us at symposium-ga@irct.org.