

# IAEA CONFERENCE REGISTRATION - FAQs

## What to do if I want to participate in the conference?

- Complete Participation Form (Form A) and send to my competent national authority\* or through an international organization invited to attend; **and**
- Register online through <https://meeting.iaea.org/Registration.aspx?meetingId=56628>

Note: **there is no deadline for registration only**. Deadlines only apply if you want to submit a paper and/or want to request financial support.

## What to do if I want to participate and submit a paper?

- **Check the deadline for submission of the paper and the necessary forms!**
- Submit my paper through the web-based IAEA-INDICO System by the given deadline;
- Complete Participation Form (Form A) and Form for Submission of a Paper (Form B) and send to my competent national authority\* or through an international organization invited to attend by the given deadline

## What to do if I want to submit a paper which would be presented by one of the co-authors?

- **Check the deadline for submission of the paper and the necessary forms!**
- Submit my paper through the web-based IAEA-INDICO System by the given deadline; indicate in INDICO the name of the presenting author;
- Make sure the presenting author submits his/her forms A and B to his/her competent national authority\* or through an international organization invited to attend by the given deadline

## What to do if I want to participate and request financial support for my travel?

- **Check the deadline for requests for financial support!**
- Complete Participation Form (Form A) and Grant Application Form (Form C) and send to my competent national authority\* or through an international organization invited to attend by the given deadline

## What to do if my paper is accepted for oral or poster presentation?

- Complete the 'Copyright' Section in INDICO;
- Follow further instructions from IAEA

## Where can I find the contacts of my competent national authority or how can I find out which international organizations are invited to attend:

Send an email to IAEA Conference Services Section [IAEA-CSS-Conferences.Contact-Point@iaea.org](mailto:IAEA-CSS-Conferences.Contact-Point@iaea.org)

## Is there a registration fee to be paid?

No registration fee is charged for IAEA events.

---

\* Competent national authorities:

Ministry of Foreign Affairs, National Atomic Energy Authority and Permanent Mission to the IAEA

Last updated on 30January2018- Owner: MTCD/CSS