



Registration Guideline 注册须知

1. Registration process 注册流程

1.1 How to register for the conference 如何注册参加在线会议

- ❖ Registration must be done via the [ACDC 2022 event website](#)
通过会议官网链接进行注册
- ❖ **At least 1 author** must register & attend the conference to present the paper
每篇文章至少有一名作者注册并参会做报告
- ❖ The different registration category can be found on the event website. Whoever attends the conference should make the registration and payment based on the category that suite him/her best.
注册类型请参考会议网站。注册原则为**谁参会--谁注册--谁缴费**
- ❖ **Single one author** attend/present 2 or more paper, the 2nd or the 3rd paper is the **Additional paper** and is entitled for a discount.
一位作者**参会报告** 2-3 篇文章，第二篇及第三篇稿件可作为额外文章享受折扣(额外稿件数量分别选 1 或 2)。不同作者参会报告不同文章不能使用该折扣。

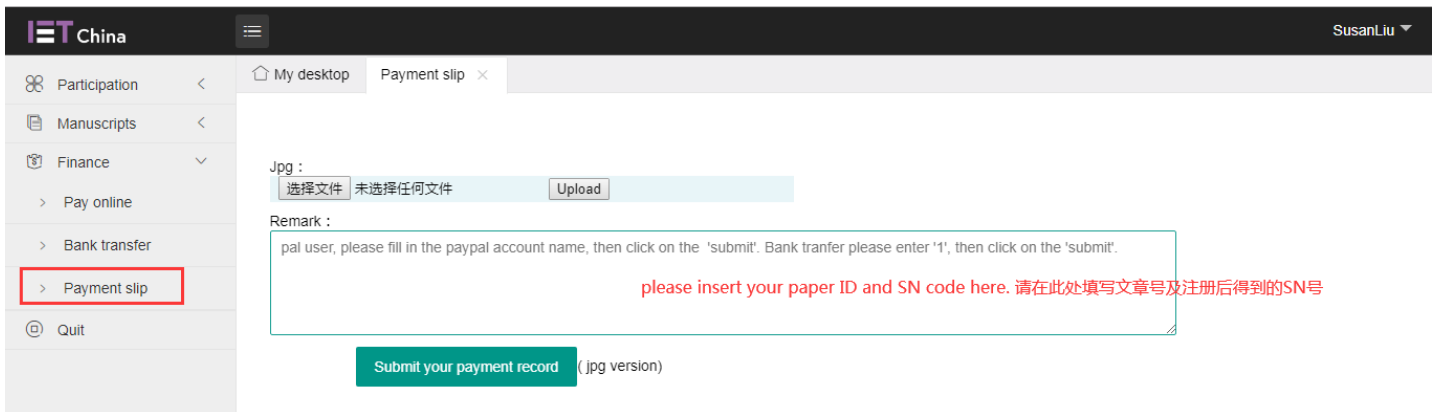
1.2 Registration fee 会议注册费

Who register	Registration Type	Discounted Fee
Adult	IET Member	2000 CNY/300 USD
	Non-IET Member	2500 CNY/370 USD
	2nd/3rd paper-adult	2000 CNY/300 USD
Student	IET Student Member	1000 CNY/150 USD
	Student Non-IET Member	1200 CNY/180 USD
	2nd/3rd paper-student	1000CNY/150 USD
Delegate without paper	Delegate	Free to view on Bilibi

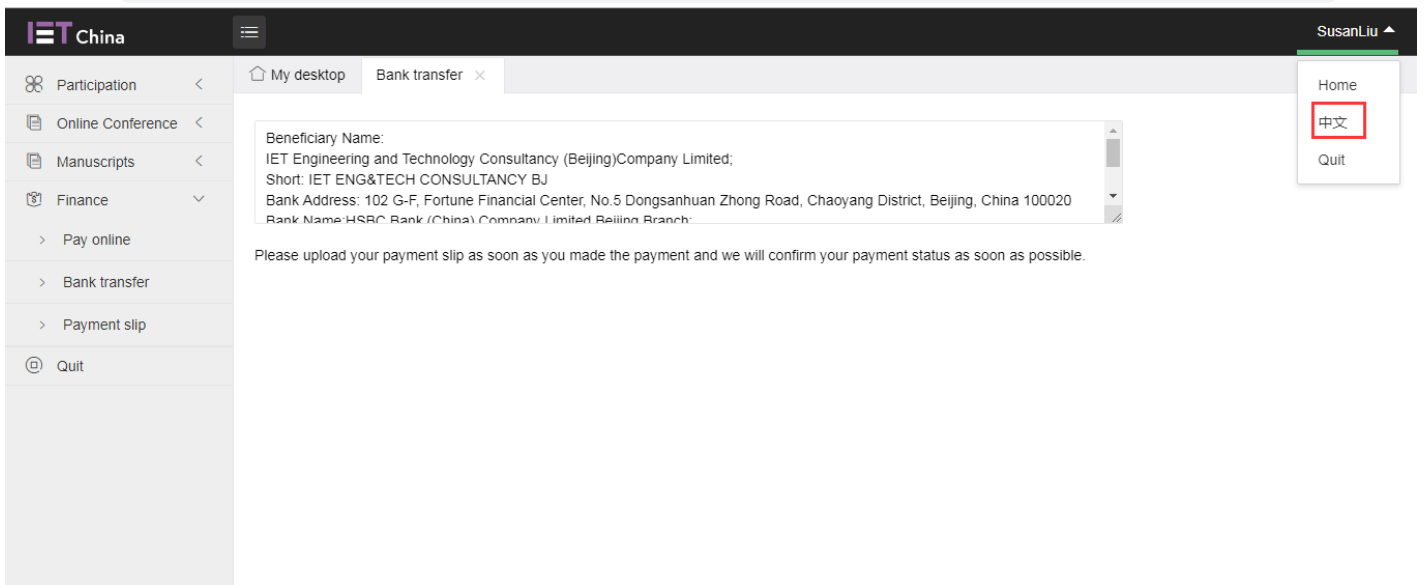


1.3 Online payment & invoice 在线付款及发票申请

- ❖ Payment should be made via bank transfer or Alipay. **Paper ID and SN code** should be added as a note when transferring/uploading your payment slip. If the website status display “unpaid”, please wait patiently, we need 1-2 working days to confirm the transfer.
可通过银行转账或支付宝付款。请在转账时填写文章号及注册后得到的 **SN** 号并上传支付宝付款截图或银行转账确认单，网站状态显示未付款 unpaid 属于正常状况，我方公司账户需 1-2 个工作日确认到账)



Upload your payment slip here
上传支付宝付款截图或银行转账确认单



点击右上角进行中英文页面切换



1.4 Request for acceptance letter or Invoice 申请邀请函及发票

❖ Request for an acceptance letter 申请录用通知

After completing the registration and payment process, should you need an acceptance letter please send your SN number and paper ID to event@theiet.org.cn to request for an electronic copy of acceptance letter.

若您需要录用通知，请在注册及付款后，发送您的 SN 号及文章号到 IET 会议邮箱 event@theiet.org.cn 我们会有同事为您提供电子版录用通知。

❖ Request for an invoice/Fapiao 申请发票

One of the IET staff will contact you to submit information for invoice/fapiao after your payment has been confirmed. Invoice/fapiao can be issued electronically (subject to availability) or send to you via post (freight collect).

在确认付款成功后，IET 员工会主动与您取得联系并协助您申请发票。可以开具电子发票（每月数量有限）或通过快递邮寄给您（顺丰到付）。



1.5 Privacy Notice for IET Event Registration IET 活动注册隐私声明

Please read the privacy notice carefully and whether you consent or not, please make sure you make the consent accordingly. 请认真阅读本隐私声明，并据此选择是否同意下述 privacy 1、2、3 条款。

Please click to view

[Privacy Notice for IET Event Registration.](#)

By signing this Privacy Notice and checking the "Yes, I consent" boxes below, I expressly and voluntarily agree that:

* Privacy 1. IET may process my Personal Information for the purposes set forth in this Privacy Notice.

--Please check one--

* Privacy 2. IET may share my Personal Information with the Institution of Engineering and Technology for the purposes set forth in this Privacy Notice and transmit such Personal Information to the Institution of Engineering and Technology in the United Kingdom.

--Please check one--

* Privacy 3. a perpetual, fully paid up and non-geographically restricted license to use the paper for the purpose set forth in this Privacy Notice shall be granted to IET and IET UK (if applicable).

--Please check one--

By checking the "Yes, I consent" boxes above, I acknowledge that I have received, read, understood and agreed to be bound by, this Privacy Notice.

Explanations/说明:

Privacy 1: all registrants need to consent on this statement to register successfully.

隐私声明 1: 所有注册参会人员（有文章或无文章）均需同意本项声明内容。

Privacy 2 & 3: all authors need to be consent on those statements for your paper to be published.

隐私声明 2 & 3: 所有注册作者（有文章作者）均需同意此两项与论文发表有关声明。



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