

BCD 2025-Winter REGISTRATION FEE SCHEDULE

	REGISTRATION FEES	On or before Jan. 6, 2025		After Jan. 6 2025	
<b>Presenters and Attendees</b> Includes Proceedings, Meals and Social Functions.	Registration Fee for IEEE/ACIS Member	\$ 550.00	\$	\$650.00	\$
	Non-Member Participant	\$ 675.00	\$	\$775.00	\$
	Rate for 2 <sup>nd</sup> , 3 <sup>rd</sup> Paper (each)	\$ 400.00	\$	\$500.00	\$
<b>Student Attendees (No Paper to Publish)</b> Includes Proceeding, Meals, and Social Functions.					
	IEEE/ACIS Member	\$ 350.00	\$	\$450.00	\$
	Non-Member Participant	\$ 425.00	\$	\$525.00	\$
<b>Options</b>	Extra page fee (per page)*	\$ 100.00	\$	\$ 100.00	\$
	Additional Proceedings	\$ 100.00	\$	\$100.00	\$
	Additional Ticket: Lunch	\$50.00	\$	\$50.00	\$
	Additional Ticket: Dinner	\$80.00	\$	\$80.00	\$
	Become a New ACIS Member (The membership period is from January 1 <sup>st</sup> to December 31 <sup>st</sup> of the current year. At the beginning of the new year, you must re-apply for membership regardless of when you applied for membership the previous year)	\$80.00	\$	\$80.00	\$
	Become a New ACIS Student Member (The membership period is from January 1 <sup>st</sup> to December 31 <sup>st</sup> of the current year. At the beginning of the new year, you must re-apply for membership regardless of when you applied for membership the previous year)	\$40.00	\$	\$40.00	\$
<b>On-Site Registration</b>	On-Site Registration			\$775	\$
		<b>TOTAL:</b>	\$	<b>TOTAL:</b>	\$

**\*Six pages per paper are included in the registration fee. Additionally, two more pages may be purchased for 100 USD each giving a total of eight pages maximum for each paper.**

**\*\* At least one author must register as a presenter to have the paper published.**

## **PAYMENT OPTIONS**

### **1. OPTION 1 - Pay with a Credit Card**

Go to the conference web site and click on “Registration”.

### **2. OPTION 2 - Pay with a Check\***

Domestic authors living in US and Canada (can send checks and registration form via postal mail)

International Authors (Living Outside of the US and Canada)

#### **To pay with a Check:**

- 1) Go to a large bank in your city.
- 2) Purchase a bank check that can be cashed in the United States. Example – The Bank of China (or another bank) has a branch office in the United States. Make sure the check you purchased in China indicates the Bank Name and City of the branch office located in the United States. Mail your check to ACIS Headquarters: ACIS Headquarters, 735 Meadowbrook Drive, Mt. Pleasant, MI 48858
- 3) Make checks payable to ACIS.
- 4) Email a copy of the check to ACIS Headquarters (acis@acisinternational.org).
- 5) Email a copy of the registration form to ACIS Headquarters with the submission paper number of it.
- 6) Email ACIS Headquarters to let us know that a check has been sent.

**\* WHEN PAYING WITH A CHECK, IT IS REQUIRED THAT YOU INDICATE YOUR ORIGINAL PAPER SUBMISSION NUMBER ON THE MEMO LINE OR ELSEWHERE ON THE CHECK (so we can give you credit for registering).**

### **REGISTRATION FEES ARE NON-REFUNDABLE.**

Please complete this form and email it to ACIS Headquarters at [acis@acisinternational.org](mailto:acis@acisinternational.org)

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