

**ICIS 2023 REGISTRATION FORM/Fee Schedule**

Please enter the original paper submission number (when you submitted your paper to EasyChair) Title and the number of pages of each paper you are registering for:

Paper # \_\_\_\_\_ Title \_\_\_\_\_ Number of Pages \_\_\_\_\_

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Paper # \_\_\_\_\_ Title \_\_\_\_\_ Number of Pages \_\_\_\_\_

Paper # \_\_\_\_\_ Title \_\_\_\_\_ Number of Pages \_\_\_\_\_

(Given Name) \_\_\_\_\_ (Family Name) \_\_\_\_\_

First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Last Name: \_\_\_\_\_

Faculty Researcher Student Other \_\_\_\_\_ Title (Dr/Prof/Mr/Mrs/Ms): \_\_\_\_\_

University/organization: \_\_\_\_\_

Department/street address: \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_

Zip/Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Telephone: ( ) - \_\_\_\_\_ Fax: ( ) - \_\_\_\_\_

E-mail: \_\_\_\_\_

Re-enter E-mail: \_\_\_\_\_

Highest Degree Earned: \_\_\_\_\_

University attended: \_\_\_\_\_

Year Graduated: \_\_\_\_\_

**REGISTRATION FEES ARE NON-REFUNDABLE.**

If you have any registration questions, please contact us.

E-mail: [acis@acisinternational.org](mailto:acis@acisinternational.org)

**ICIS2023 REGISTRATION FEE SCHEDULE**

	REGISTRATION FEES	On or before May 30, 2023		After May 30, 2023	
<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>Virtual Presenters and Attendees</b> Includes Proceedings	Registration Fee for IEEE/ACIS Member	\$ 470.00	\$	\$570.00	\$
	Non-Member Participant	\$ 595.00	\$	\$695.00	\$
	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)

ACIS Headquarters  
735 Meadowbrook Drive  
Mount Pleasant, MI 48858, U.S.A.  
E-Mail: [acis@acisinternational.org](mailto:acis@acisinternational.org)