

### **Registration Form**

Please complete/return the below form to [eed@boun.edu.tr](mailto:eed@boun.edu.tr)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address 1: \_\_\_\_\_

Address 2: \_\_\_\_\_

City/Postal Code/Country: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### **Schedule & Tuition**

**Daily 22-23 October, 2018:** 9:00-18:00

#### **Price:**

Early (until August 31, 2018) : 800 Euro (daily participation possible; 500 Euro per day – no CPD credit)

Late (from September 1 on) : 900 Euro (600 Euro daily – no CPD credit)

### **Payment**

#### Tuition:

Registration until 31 August 2018 : Two-day @ 800 Euro , Single day @ 500 Euro

Registration from 1 September 2018: Two-day @ 900 Euro , Single day @ 600 Euro

#### Accommodation :

€ 90 per night (room only – double room for two persons) x \_\_\_\_\_ nights = \_\_\_\_\_ Euro

Check-in date: \_\_\_\_\_ Check-out date: \_\_\_\_\_

Room preference: One king bed , Two queen beds

**Total Amount** (Tuition + Accommodation) : \_\_\_\_\_ Euro

Credit Card : Visa , Master Card  (Sorry, we cannot accept any other cards)

Card Number : \_\_\_\_\_ Exp: \_\_\_\_\_

CVC2 Code (back of card) : \_\_\_\_\_ Signature: \_\_\_\_\_

A receipt will be issued on the payment. Attendees who would like to receive an official invoice must fill in the tax office/ID information below. 18% VAT applies.

Company (Şirket Ünvanı) : \_\_\_\_\_

Address (Fatura Adresi) : \_\_\_\_\_

Tax Office (Vergi Dairesi) : \_\_\_\_\_

Tax ID (Vergi Numarası) : \_\_\_\_\_

## **Accommodation**

The IAEE Istanbul Summer School program will be held at Boğaziçi University in Bebek, Istanbul. A limited room block has been reserved at the on-campus special guesthouse "Bebek Gate House" for participants and will be allocated on a FCFS basis. Participants are responsible to book their own hotel if the room block at Bebek Gate House is booked out.

Bebek Gate House:



## **Airport transportation**

- 1) Public Transportation (3 transfers-metro, less cost, less security, approximately 1.5 hours)
  - 2) Taxi (Legal yellow taxi, approx. €20, 40-90 minutes depending on traffic\*)
  - 3) Private shuttle (Safe & secure, more expensive than taxi, please email for info and reservation)
- \*Travel time depends on time and day because of the traffic in Istanbul.

**Contact:** [eed@boun.edu.tr](mailto:eed@boun.edu.tr) and +90 505-3573806

## **The Fine Print**

- You must make your tuition payment by October 1, 2018. Your tuition payment provides access to all educational programming offered and course material (for a single day in the daily option), lunches and coffee breaks, a farewell dinner, CPD credits (two-day full attendance required) and IAEE Certificate of Attendance.
- A limited room block has been reserved at the on-campus guesthouse "Bebek Gate House" for accommodation and will be allocated on a FCFS basis. If there is no availability at the time of registration, only tuition will be charged on your credit card and alternative hotel recommendations (more expensive) will be provided.
- Cancellations are allowed if requests are received on or before October 1, 2018 (three weeks before the Summer School begins), but is subject to a non-refundable €200 administrative fee. Requests for cancellations received after October 1, 2018 will not be honored; and in such cases no refund can be made from the original registration fee, nor is any refund allowed for no-shows. There are no exceptions to this policy. Should you be unable to attend, however, a substitution may be made to transfer your fully paid tuition to another member of your organization at anytime up to October 21, 2018