

## Guidelines for Registration for IEEE CALCON 2020

### GENERAL INFORMATION:

- To avail student registration benefit, ALL the authors of the paper must be students. Otherwise REGULAR registration rates will apply for ALL authors.
- For IEEE members, membership ID number must be mentioned at time of registration and the membership must be valid by payment of all dues up to date, which will be verified before accepting registration. Persons who have not renewed their IEEE memberships will be barred from availing the IEEE member discounted registration and any submitted registration will be kept on hold in such cases until the matter is settled. In such cases, if time to settle crosses the Early Bird time limit, then the higher applicable fees will be applicable.
- If a registered author has more than one accepted paper and he/she wants to include this/these additional paper/s under his/her registration, then half of the applicable registration fees will be required (without welcome kit) for EACH additional paper to be included (apart from the full registration fee for the first paper). The same author MUST be the PRESENTER for all such paper/s. However, if his/her unregistered co-author wants to present the other paper/s, then, the presenting co-author must register in full for that paper (or with half payment without registration kit in case the same co-author is registered in full for another paper here).
- Registration may be done by more than one author (if any) per paper, but each author must register on a separate registration form. There is no concession for multiple authors registering for one paper.
- Registration is not transferable. The money receipt will be issued only in the name of person registered.
- The presenter of a paper must be a registered author for that paper. The presentation certificate will be issued only in the name of the registered presenting author after the presentation is made. Under no circumstances, a non-registered author/co-author or a non-author will be allowed to present a paper, even with written consent from the author/s. Any paper not presented for whatsoever reason will not be considered for uploading to IEEE Xplore.
- There is no limit to the number of presenting authors for a joint presentation of a single paper. All presenting authors will be awarded with presentation certificate. However, each co-author has to register separately.
- For consideration as the Best Paper, the first author must be a student (BE/BTech, ME/MTech/ PhD JRF, SRF only, Teachers/employed persons pursuing part time studies are not eligible) and the registered author must present the paper. If more than one author wishes to present, then all such presenters should be registered.
- Regular/Student Registration will include welcome kit, refreshments, working lunch and conference Banquet Dinner.
- Registration fees for each additional accompanying person (only family member/spouse) - spouse registration is INR 2000 (without welcome kit).

### REGISTRATION PROCESS:

- Registration fees to be deposited in the designated Bank Account only.
- MODES OF PAYMENT: Online NEFT/RTGS transfer to the designated bank account.
- The filled-in and signed registration form (scanned copy) along with the scanned copy of the bank transfer document to be sent at [submission.calcon.2020@gmail.com](mailto:submission.calcon.2020@gmail.com). For IEEE members, IEEE membership number has to be mentioned in the form. The original hard copy of the Registration Form and Bank transfer slip has to be presented at the conference Registration desk positively.
- Authors to follow separate instructions for submitting camera ready copy of paper along with above registration documents.
- NO SPOT REGISTRATION IS ALLOWED.

### BANK DETAILS:

**Bank Name:** Corporation Bank

**Branch:** Jadhavpur

**Address:** 46/3A, Central Road, Ground Floor, Kolkata, W.B., PIN 700032.

**Account No.:** 520101245915512

**Account name:** IEEE Kolkata Section

**Nature of Account:** Savings

**MICR Code:** 700017009

**IFSC code:** CORP0000595

**SWIFT Code:** CORPINBB152