

# IAEA CONFERENCE REGISTRATION - FAQs

## What should I do if I want to participate in this event?

- Complete a Participation Form (Form A) and send it to my competent national authority\* or through an international organization invited to attend (see web site)

Note: **there is no deadline for just participating**. Deadlines only apply should you want to submit a paper and/or want to request financial support.

## What should I do if I want to participate and submit a paper?

- **Check the deadline for submission of the paper and Form B!**
- Submit my paper through the web-based IAEA-INDICO System by the given deadline;
- Complete Participation Form (Form A) and Form for Submission of a Paper (Form B) and send to my competent national authority\* or through an international organization invited to attend by the given deadline.

## What should I do if I want to submit a paper which will be presented by one of the co-authors?

- **Check the deadline for submission of the paper and Form B!**
- Submit my paper through the web-based IAEA-INDICO System by the given deadline; indicate in INDICO the name of the presenting author;
- Make sure the presenting author submits his/her forms A and B to his/her competent national authority\* or through an international organization invited to attend by the given deadline.

## What should I do if I want to participate and request financial support towards my attendance?

- **Check the deadline for requests for financial support (submission of Form C)!**
- Complete Participation Form (Form A) and Grant Application Form (Form C) and send to my competent national authority\* or through an international organization invited to attend by the given deadline.

## What should I do if my paper is accepted for oral or poster presentation?

- Complete the 'Copyright' Section in INDICO;
- Wait for further instructions from IAEA on poster/oral preparation

## Where can I find the contacts of my competent national authority or how can I find out which international organizations are invited to attend:

Send an email to IAEA Conference Services Section [m.khaelss@iaea.org](mailto:m.khaelss@iaea.org)

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\* Competent national authorities are:

Ministry of Foreign Affairs, National Atomic Energy Authority, Permanent Mission to the IAEA