INSTRUCTIONS FOR CONFERENCE REGISTRATION AND FEE PAYMENT

IMPORTANT: To receive proper credit for iCEER-2013, each participant must register at:
http://www.ineer.org/iCEER2013payment/paymentpage.asp

(1)   To register for iCEER-2013, go to above website (everyone must register):

(a)   Fill in the requested information including your personal details and the category of registration;
(b)   Select Online Credit Card, Wire Transfer or PayPal;
(c)   Click "Submit". You will be directed to the 2nd page, which will show the total payment amount including US$15 fee (if you choose Wire Transfer) that the iNEER bank will deduct from your payment as fee for the wire transfer.

(2)   To pay your registration fee for iCEER-2013, follow the instructions for the method of payment you have chosen.

(2.1)   Online Credit Card:
    i.   Immediately after Step (c) above, click "Pay". You will be directed to the secure credit card processor for iNEER.
    ii.   Enter your credit card information and e-mail address, and follow the instruction.
    iii.   Go to your e-mail and look for the receipt.

(2.2)   Wire Transfer:
    i.   Immediately after Step (c) above, take the total payment amount to your bank and ask the bank to process the transfer.
    ii.   Ask the bank to make sure that you name appears near the top of the wire.
    iii.   Please give your bank the following information for the iNEER bank:

            Name of Bank: Wells Fargo Bank
            Name of Account: International Network for Engineering Education and Research
            Address of iNEER: 10817 Willow Run Court, Potomac, MD 20854, USA
            Address of Bank: 10305 Westlake Drive, Bethesda, Maryland 20817, USA
            Account number: 2000003770128
            SWIFT Code: PNBPUS33
            ABA: 051400549
            NOTE: This bank does not use IBAN and BIC numbers.

    iii.   After payment is made, send an e-mail to iNEER (ineer@ineer.org) and attach a scanned copy of the payment receipt from your bank

(2.3)   PayPal
    i.   Immediately after Step (c) above, go to www.paypal.com; click "Log-In" to transfer the payment to iNEER. If you do not have an account, click "Sign-Up" to start a new account.
    ii.   When prompted for the recipient's e-mail address, please use ineer@ineer.org
    iii.   After payment is made, please send an e-mail to iNEER (ineer@ineer.org).