



WHEPP XV

Workshop on High Energy Physics Phenomenology XV
IISER Bhopal

Instruction for Registration and Payment of Fee for WHEPP XV

1. Register for WHEPP is by invitation only. You may register only if you have been invited formally by a Working Group Convener through email. Your registration will be rejected and any fee paid will be forfeited if you do not have a valid invitation. You may find list of NOC members and Working Group Convener at the WHEPP XV website: **<https://indico.cern.ch/event/662080/>**
2. To Register for the workshop please go to the website: **<https://indico.cern.ch/event/662080/registrations/37226/>**
3. Please fill-in all the required details including working group activities you are interested in.
4. Under Accommodation Preferences please select your check-in and check-out date. You will be charged per night you stay as per the charges mentioned for each option (except in case of Hostel Accommodation for which the flat fee of Rs. 1500 will be charged for the entire stay)
5. Post registration you will receive confirmation email. Please pay the registration fee immediately adding the charges for registration fee and accommodation. Only an immediate payment of registration and accommodation charges will guarantee your preferred accommodation.

Registration Fee and Accommodation Payment through SBI iCollect

1. Please make payment for registration fee and accommodation in a single payment.
2. Go to <https://www.onlinesbi.com/prelogin/icollecthome.htm>
3. Accept the terms and conditions and click **Proceed**.
4. Select **State of Corporate/Institution** from drop down as **Madhya Pradesh**
5. Select **Type of Corporate/Institution** from drop down as **Educational Institution**. Click **Go**.
6. Select **Educational Institution Name** from drop down as **INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH**. You will need to search the institute by typing the first few letters. Click **Submit**.
7. **Select Payment Category** from drop down as **Workshop on High Energy Physics Phenomenology**. Click **Submit**.
8. Fill the required form with all details asked (including the total fee: registration fee + accommodation charges) and click Submit, after verifying information on next page please click Confirm. On the next page please choose a payment method and complete the payment.
9. Print the receipt and save yourself a PDF copy for future use. Kindly bring a printed copy of your receipt, we will certify it for your participation so that you may claim that against your travel/conference expenses.

Amount to Pay

1. **For Faculty Members:** You should pay an amount equivalent to **Registration Fee + Accommodation Charges**
 - Registration Fee till November 15th, 2017: **Rs. 8000**
 - Late Registration Fee after November 15th, 2017: **Rs. 10,000**
 - Accommodation: Please calculate your amount based on the preference you selected and number of nights you are staying. This will also be shown in your confirmation email.
 - (a) Single Occupancy in Twin Shared Room per night per person: **Rs. 600**
 - (b) Single Occupancy in Single Bedroom per night per person: **Rs. 1100**
 - (c) Suite (recommended for people with accompanying person) per night: **Rs. 2200**
 - (d) Single Occupancy in Hostel Rooms for entire period (shared bathrooms): **Rs. 1500**
2. **For Postdocs and Students at subsidized rates:** You should pay an amount equivalent to registration fee which is inclusive of accommodation in hostels
 - Registration Fee till November 15th, 2017: **Rs. 6000**
 - Late Registration Fee after November 15th, 2017: **Rs. 8000**
3. **For Postdocs and Students at UNsubsidized rates:** You should pay an amount equivalent to registration fee which is inclusive of accommodation in hostels
 - Registration Fee till November 15th, 2017: **Rs. 9,500**
 - Late Registration Fee after November 15th, 2017: **Rs. 11,500**

Solved Examples of Registration Fee Calculation

Example 1: Registration Fee of a Faculty Member

Prof. X chooses option (a) Single Occupancy in Twin Shared Room per night per person: Rs. 600 for his accommodation for a period from Dec. 15th, 2017 to Dec. 22nd, 2017. His accommodation is therefore for 7 nights in the selected option. Registration Fee calculation for Prof. X is as follows.

Item	Rate	Qty	Amount
Registration Fee	₹8,000	1	₹8,000
Accommodation	₹600	7	₹4,200
Net Amount to be paid by Prof. X before Nov. 15th			₹12,200
Net Amount to be paid by Prof. X after Nov. 15th			₹14,200

Example 2: Registration Fee for Student/Postdoc (unsubsidized)

Dr. Y who is a postdoc at Univ. ABC, registers and chooses to stay for 8 nights from Dec. 13th to Dec. 21st. He has to pay charges as shown below

Item	Rate	Qty	Amount
Registration Fee (includes accommodation)	₹9,500	1	₹9,500
Accommodation	₹0	8	₹0
Net Amount to be paid by Dr. Y before Nov. 15th			₹9,500
Net Amount to be paid by Dr. Y after Nov. 15th			₹11,500

Example 3: Registration Fee for Student/Postdoc (subsidized)

Mr. Z who is a graduate at Univ. ABC, registers and chooses to stay for 11 nights from Dec. 13th to Dec. 24th. He has to pay charges as shown below

Item	Rate	Qty	Amount
Registration Fee (includes accommodation)	₹6,000	1	₹6,000
Accommodation	₹0	11	₹0
Net Amount to be paid by Mr. Z before Nov. 15th			₹6,000
Net Amount to be paid by Mr. Z after Nov. 15th			₹8,000