

IPCE 2026 Step-by-Step Registration Instructions

To ensure that your registration is completed correctly, please carefully follow the steps outlined below.

Step 1 – Visit the Official Registration Platform

Access the official IPCE 2026 registration platform at:

www.ipce2026.promoest.com

Step 2 – Access the Registration Area

- If you are **already registered**, please log in using your **registration email address and password**.
- If you are **not yet registered**, you will need to complete a new registration.

During the registration process, you will be asked to provide various details. Please ensure that:

- All **mandatory fields (*)** are completed,
- **Invoice information** is filled in correctly,
- You **accept the Privacy Policy** before saving your data.

Please enter accurate personal and professional information.

Make sure your email address is correct, as all confirmations and updates will be sent to this address.

Once logged in, you will have access to the main menu, which includes the following sections:

- Your Data
- Fees
- Invoice
- Check Your Order and Proceed to Payment
- Logout

Step 3 – Choose the Appropriate Registration Category

Go to the **Fees** section and select the registration category that best matches your profile.

Available categories include:

- **Members:** SICC & IFSCC Members, Lecturers' co-authors, Sponsor delegate persons
- **Non-Members**
- **Special Rates** (*certificate may be required*): Academic participants, SICC Board Members, Sponsor additional persons, Students

- **Complimentary Fee:** available only for **Keynote Speakers, Invited Speakers, Invited Guests, Organizing Committee Members, Sponsors, Benefactors**

□ *Please note:* the registration fee will be complimentary **only after entering the discount code** received by email (if eligible) during the checkout process. Please make sure to select the correct category, as fees and access rights may vary.

Step 4 – Extra Activities and Hotel Accommodation

Under the **Fees** section, you will find optional extra activities, including:

- Gala Event
- The Marble Experience
- Farewell Dinner

You will also find **hotel accommodation options**, such as:

- 3-night Accommodation Package
- Extra Nights
- Accompanying Person

Please select the events you would like to attend and any additional services you may require.

Step 5 – Proceed with Payment

Once all sections are completed, proceed to the **payment area**.

Follow the instructions to complete your payment using one of the available methods:

- **Credit card**
- **Bank transfer**

After a few days, your invoice will be available for download in the **Invoice** section.

Step 6 – Receive Confirmation

After successful payment, you will receive a **confirmation email** summarizing your registration details.

Please keep this email for your records.

Need Assistance?

For further information or assistance, please contact: ipce2026@promoest.com