

# AIMS MEETING 2022 REGISTRATIONS

## 1. AIMS Meeting 2022 Registration Scope

- 1.1. The AIMS Meeting 2022 registrations aim to be as equitable as possible, giving each future participant an equal opportunity to enroll in the congress.
- 1.2. The registrations will occur *online* by means of the UpEvents platform.
- 1.3. The registration method will vary depending on the type of participant (FMUL, Non-FMUL or Research Competition Participants).
- 1.4. FMUL Students include:
  - 1.4.1. Students of the Faculty of Medicine of the University of Lisbon (FMUL);
  - 1.4.2. FMUL students studying abroad on Erasmus+ Programs;
  - 1.4.3. Erasmus students studying at FMUL on Erasmus+ Programs.
- 1.5. Non-FMUL Students include:
  - 1.5.1. International students studying abroad at biomedical universities;
  - 1.5.2. Portuguese Non-FMUL students studying at Portuguese biomedical universities.
- 1.6. Research Competition Participants include:
  - 1.6.1. Presenting Students: those who have submitted a valid abstract and have moved on to the Poster Session Phase of the Research Competition;
  - 1.6.2. Non-Presenting Students: those who have submitted a valid abstract that has been accepted but have not moved on to the Poster Session Phase of the Research Competition.
- 1.7. The draws carried out during this registration process **will not determine** the Workshop and Competitions selection. To select the students being placed in all these programs, a future draw will be carried out.

## 2. Ticket Modalities

- 2.1. The Ticket modalities available for the AIMS Meeting 2022 are:
  - 2.1.1. **On-Site Tickets (40€)** include access to all Lectures on-site, the Scientific and Clinical Competitions, 2 Workshops, 3 Lunches, 3 Coffee-Breaks,

On-Site and Virtual Cultural Program and priority access to the Gala Dinner. It also includes both the Digital and Physical Participant Kit.

**2.1.2. Virtual Tickets (7€)** include all Lectures virtually, Virtual Cultural Program and the Digital Participant Kit.

**2.2.** The On-Site Cultural Program and Gala Dinner are subject to availability.

**2.3.** The price of the Gala Dinner is not included in the congress fee.

### 3. Dates

**3.1.** The registration opening dates will vary according to the modality of the ticket (On-Site Ticket or Virtual Ticket):

**3.1.1.** The registration for an **On-Site Ticket (40€)** will open on the 11<sup>th</sup> of December 2021 at 21:00 GMT, for both FMUL and Non-FMUL participants;

**3.1.2.** The registrations for a **Virtual Ticket (7€)** will open on the 1<sup>st</sup> of February 2022 at 21:00 GMT, for both FMUL and Non-FMUL participants.

**3.2.** The registration closing dates will vary according to the modality of the ticket (On-Site Ticket or Virtual Ticket) and the type of participant (FMUL or Non-FMUL):

**3.2.1.** The registration for a **FMUL On-Site Ticket (40€)** will close on the 13<sup>th</sup> of December 2021 at 21:00 GMT;

**3.2.2.** The registration for a **Non-FMUL On-Site Ticket (40€)** will close on the 19<sup>th</sup> of December 2021 at 21:00 GMT;

**3.2.3.** The registrations for a **Virtual Ticket (7€)** (FMUL or Non-FMUL) will close on the 28<sup>th</sup> of February 2022 at 21:00 GMT;

**3.2.4.** The registrations for **Research Competition Participants, both Presenting and Non-Presenting Students**, will open after the results of the Abstract Submission Phase have been announced (which will occur on the 15<sup>th</sup> of January 2022). These Participants will have access to both **On-Site and Virtual Tickets**, in accordance to their preference.

### 4. Registration Method

**4.1.** The registration method will vary according to the type of participant (FMUL or Non-FMUL):

**4.2.** For **FMUL students** registering for **On-Site Tickets**:

**4.2.1.** The initial registration will be held online, through the UpEvents platform and **will not be time-dependent**;

**4.2.2.** If the number of registering students exceeds the number of vacancies there will be a **draw** to determine the final list of participants;

**4.2.3.** The students not selected to participate will automatically be placed in the **Waiting List** according to their place in the public draw;

- 4.2.4. This draw will be held after the initial 48 hour registration period (11<sup>th</sup> of December at 21:00 GMT to the 13<sup>th</sup> of December 2021 at 21:00 GMT) is over;
- 4.2.5. FMUL students not registered by the 13<sup>th</sup> of December at 21:00 GMT **will not be eligible** to participate in the AIMS Meeting 2022 as On-Site Tickets;
- 4.2.6. The public draw to **select the list of participants** will take place on the 14<sup>th</sup> of December 2021;
- 4.2.7. After the draw is held, the selected participants will receive a confirmation email with the necessary information in order to pay the 40€ congress fee which must be done in the following **48 hour period**;
- 4.2.8. If a selected participant does not pay the congress fee in the 48 hour period after completing their registration in the selected platform, they will **lose their vacancy** for the AIMS Meeting 2022 and the next student in the Waiting List will be called to occupy their place;
- 4.2.9. Participants will be selected from the Waiting List to fill the remaining vacancies of the AIMS Meeting 2022 until the 30<sup>th</sup> of January 2022 at 23:59 GMT; after the 30<sup>th</sup> of January 2022 at 23:59 GMT the possibility of being selected from the Waiting List is over and they can register for a Virtual if they wish to do so.
- 4.2.10. Although a draw is held for On-Site Tickets during the FMUL Students registration process, these do not determine the priorities of each student in selecting their Workshop, AIMS Living Program and place in the Gala Dinner. Future draws will be held for all registered participants in the AIMS Meeting 2022 to give equal opportunities to all students.

**4.3. For Non-FMUL students registering for On-Site Tickets:**

- 4.3.1. The registration will be held online on the UpEvents platform and **will be time-dependent**;
- 4.3.2. The registration period will be from the 11<sup>th</sup> of December 2021 at 21:00 GMT to the 19<sup>th</sup> of December 2021 at 21:00 GMT (8 day period);
- 4.3.3. Non-FMUL students not registered by the 19<sup>th</sup> of December 2021 at 21:00 GMT **will not be eligible** to participate in the AIMS Meeting 2022 as On-Site Tickets;
- 4.3.4. After completing the registration, the participants will receive a confirmation email with the necessary information in order to pay the 40€ congress fee, which must be done in the following **48 hour period**;
- 4.3.5. If a selected participant does not pay the congress fee in the 48 hour period after receiving the confirmation email, they will **lose their vacancy** for the AIMS Meeting 2022 and the next student in the Waiting List will be called to occupy their place;
- 4.3.6. Students placed in the On-Site Tickets' Waiting List may be called to fill the remaining vacancies until the 30<sup>th</sup> of January at 23:59 GMT; after the

30<sup>th</sup> of January 2022 at 23:59 GMT the possibility of being selected from the Waiting List is over and they can register for a Virtual if they wish to do so.

**4.4. For FMUL and Non-FMUL students registering for Virtual Tickets:**

**4.4.1.** The initial registration will be held online on the UpEvents platform and **will be time-dependent;**

**4.4.2.** Students not registered by the 28<sup>th</sup> of February 2022 at 21h00 GMT **will not be eligible** to participate in the AIMS Meeting 2022 as Partial Tickets;

**4.4.3.** After completing the registration the participants will receive a confirmation email with the necessary information in order to pay the 7€ congress fee which must be done in the following **48 hour period;**

**4.4.4.** If a selected participant does not pay the congress fee in the 48 hour period after receiving the confirmation email, they will **lose their vacancy** for the AIMS Meeting 2022;

**4.5. For Research Competition Participants, both Presenting and Non-Presenting students:**

**4.5.1.** The registration will be online on the UpEvents platform.;

**4.5.2.** The registration period will occur **after the results of the Abstract Submission Phase** have been announced (15<sup>th</sup> of January 2022);

**4.5.3.** The participant will be able to choose the ticket modality, **On-Site or Virtual;**

**4.5.4.** After completing the registration, the participants will receive a confirmation email with the necessary information in order to pay the congress fee, which must be done in the following **48 hour period;**

**4.5.5.** If a selected participant does not pay the congress fee in the 48 hour period after receiving the confirmation email, they will **lose their vacancy** for the AIMS Meeting 2022.

## **5. Payment**

**5.1.** The payment process will occur *online* by means of the UpEvents platform and will occur simultaneously for both ticket modalities:

**5.1.1. For FMUL, Non-FMUL students and Research Competition Participants registering for Full Tickets and Partial Tickets:**

**5.1.1.1.** The students must pay the congress fee **after receiving the confirmation email.**

**5.1.1.2.** If a selected participant does not pay the congress fee within the 48 hour period after receiving the confirmation email, they will lose their vacancy in the AIMS Meeting 2022, for the ticket modality in question;

**5.1.1.3.** Payment methods include Credit Card, Bank Transfer, MB Way\*, Multibanco Reference\* and live currency;

5.1.1.3.1. \*These options are available only for Portuguese Participants;

**5.1.1.4.** If the student selects Bank Transfer as payment method, a proof of the payment must be uploaded to the UpEvents platform or sent to **support@aimsmeeting.org** in the 48 hour period following the reception of the confirmation email.

## **6. Dropouts**

**6.1.** Anyone who drops out once the registration period has officially closed will lose their vacancy to participate in the AIMS Meeting 2022.

**6.2.** The tickets (On-Site and Virtual) are non-refundable.

**6.2.1.** Exceptions to this rule include:

- FMUL Task Force members that enroll after the registration period has closed;
- Ambassadors that fill the required criteria of confirmed students;
- Homestay Program participants who receive and provide suitable housing to the participant.

## **7. COVID-19**

**7.1.** Ticket Modalities and fees are subject to change according to the evolution of the COVID-19 pandemic and the measures imposed by the Portuguese Government at the time of the event.

## **8. Omissions**

**8.1.** All the omissive situations in the present regulation shall be deliberated by the present AIMS Organising Committee, whose decision will be final.



**AIMS Meeting 2022 Organising Committee**