



**18<sup>th</sup> Annual New Zealand International Education Conference:  
'New times, New challenges, Coming ready or not!'**

**Registration Terms and Conditions**

PLEASE ENSURE YOU READ THESE TERMS AND CONDITIONS BEFORE SUBMITTING YOUR REGISTRATION

**WHAT THE FEE COVERS**

2 day registration (6, 7 August 2009)

Access to Conference sessions and presentations, lunches, refreshments, receptions on 6<sup>th</sup> and 7<sup>th</sup> August 2009. The rate is not reduced if you decide not to attend the Thursday evening Networking function.

Thursday only registration (6 August 2009)

Access to Conference/Workshop sessions and presentations, lunch and refreshments on that day. Networking function is included in this registration.

Friday only registration (7 August 2009)

Access to Conference/Workshop sessions and presentations, lunch and refreshments on that day. Networking function is NOT included in this registration.

**PRESENTATIONS**

Papers provided by the presenters and workshop leaders will be made available after the conference to delegates via the website.

**PAYMENT**

Payment does not need to be made prior to the conference for Domestic participants. Invoicing will be done from August 2009. Discounts will be calculated by ENZ for those institutions who register 3 or more delegates.

**CANCELLATIONS AND REFUNDS**

Please ensure you check your registration carefully and that you have registered for the correct sessions/days as you will be invoiced for what appears above. We recommend you print a copy of this form before pressing SUBMIT.

Cancellation of conference registrations and requests or refunds MUST be made in writing to the Conference Manager before the conference (where possible).

Cancellation fees will be deducted on a per person basis as follows:	
Within 2 working days of receipt of registration confirmation	FULL refund
Before 1 July 2009	Refund of registration fee less 20% administration charge
Between 2 July & 27 July 2009	Refund of registration fee less 50% administration charge
Between 27 July & 6 August (or non-arrival)	No refund

#### **PRIVACY NOTE**

In registering for this conference 'You' agree that relevant details may be incorporated into a delegate list for the benefit of all delegates (name and organisation only) and may be made available to parties directly related to the conference (for the purpose of special requirements). Your name, organisation and email address will be given to conference sponsorship partners who may contact you post-conference to discuss services that may benefit your organisation. The information will also be added to the ENZ database.

#### **PHOTOGRAPHY**

By registering as a delegate to attend the NZ International Education Conference 2009 'You' consent to the use of photographs of 'You' which may be taken by a photographer appointed by the conference organisers, in any print or electronic medium,, including internet for the purposes related to the promotion of the conference. 'You' acknowledge that 'You' are not entitled to remuneration, royalties or other payment from ENZ in respect of the use by ENZ of the materials.

PLEASE ENSURE THAT YOU HAVE READ AND UNDERSTOOD THIS TERMS AND CONDITIONS POLICY