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**Conference Fees** 

The Conference fee includes attendance at the keynote sessions, spotlight sessions, tea breaks, daily lunch and conference materials.

**Early Bird Registration Fee** 

(till 7 June 2015)

Extended till Sun 19 July 2015

Standard Registration Fee

(from 20 July 2015)

Closing Date: Sun 9 August 2015

S\$550.00

(subject to 7% GST)

S\$650.00

(subject to 7% GST)

Registration is now closed

### **Cancellation Policy:**

There will be no refund for participants who signed up for the conference. Refunds will only be provided if the organisers cancel the event due to unforeseen circumstances.

Please note that participants who cannot attend the conference are allowed to nominate another person to attend on his/her behalf.

Receipts will be issued only upon request, and after the payment has been received and verified.

All fees are charged and collected in Singapore Dollars (S\$).

### For Online Registration:

For online registration, you may make your payment by either the following modes: Major Credit Cards (Visa/Mastercard), Singapore Cheques or IFAAS (for Singapore Schools only)

# By Local Cheque / Bank Draft:

Please make cheque payable to PAI and write APEAC 2015 and name of delegate on the reverse side of the cheque and send the cheque to the Secretariat within 7 working days upon registration. Online registration without receipt of payment will be deem as incomplete.

Mailing Address:

The Secretariat

Asia-Pacific Educational Assessment Conference 2015

c/o Academy of Principals (Singapore)

51 Grange Road Blk 2 #01-04A

MOE HQ (Grange Road)

Singapore 249564

Tel No: (65) 6363 0330

Fax No.: (65) 6363 0220

## By Telegraphic Transfer:

1) All bank charges should be borne by the delegate.

2) Please scan a copy of the bank advise slip and quote "APEAC 2015" together with the participant's name and email to: <u>info@pai.sg</u>

3) Please send the Bank Advice Slip to the Secretariat within 10 working days from date of registration. Please make payable to Principals Academy Inc. Pte Ltd on the Telegraphic Transfer form.

### **Remittance Account Information:**

Beneficiary Bank : Standard Chartered Bank

Bank Address : 6 Battery Road, Singapore 049909

Account Name : Principals Academy Inc. Pte Ltd

Account Number : 1310045531 (SGD)

Beneficiary Address :

51 Grange Road, Block 2 #01-04A,

MOE HQ (Grange Road), Singapore 249564

Swift Code : SCBLSGSG (all overseas transfer)

Bank Code : 7144 (only applicable to Singapore Inter-bank transfer)

Branch Code : 013 (only applicable to Singapore Inter-bank transfer)

Mailing Address:

The Secretariat

Asia-Pacific Educational Assessment Conference 2015

c/o Academy of Principals (Singapore)

51 Grange Road Blk 2 #01-04A

MOE HQ (Grange Road)

Singapore 249564

Tel No: (65) 6363 0330

Fax No.: (65) 6363 0220

By Credit Card:

Please provide credit card details as requested on the Registration Form. Please note that the name Principals Academy Inc. Pte Ltd will appear on the credit card slip and bank statement. The official receipt and a scan copy of the credit slip will be emailed to the delegate after the conference fees have been charged to the card.

By IFAAS:

Please provide the name of the School/Organisation and Sub-BU Code for e-invoicing. Teachers may check with their Admin Managers on the Sub-BU Code.

Enquiry about the conference:

Please contact Joseph Loy at tel: (65) 6363 0330 or email: joseph@pai.sg.