

REINVENTING EDUCATION

second international conference

REGISTRATION GUIDELINES

From April the 19th, 2021, the acceptance of ABSTRACT/PAPER will be notified to the First Author.

Once you received the notification of acceptance of your ABSTRACT/PAPER, you can proceed with the **registration** to the Conference and the APP FEE payment.

Registration is on the [pre-conference tool](#). Before starting the procedure, you need to have already executed the wire bank transfer for the **APP FEE** (check **EARLY BIRD** deadline on the [FEES](#) webpage)

WIRE BANK TRANSFER FOR APP FEE

Set up the wire bank transfer to:

ASSOCIAZIONE PER SCUOLA DEMOCRATICA - Via Francesco Satolli, 30 - 00165 - Rome (IT)

VAT NUMBER: 15184841003

BANK ACCOUNT DETAILS:

Bank **MONTE DEI PASCHI DI SIENA**

IBAN **IT15R0103003200000006092691**

SWIFT CODE **PASCITMMROM**

Reason of the transfer: **identification code** of the ABSTRACT/PAPER accepted, **First Name, Last Name** and **SD2 Conference**, as in the following example:

ID1745_LUIGI_LATROTTOLA_SD2 Conference

Once you made the wire bank transfer, save and store the **digital receipt of the transfer**.

REGISTRATION VIA [PRE-CONFERENCE TOOL](#)

Once the transfer has been made, you can proceed to the **registration** on the [pre-conference tool](#).

The procedure involves 1) uploading the receipt of the transfer and 2) confirming the personal data already present in the system.

Once the registration is completed, you will receive a summary and confirmation e-mail. Enclosed to the confirmation email, you will find a **pro-forma receipt** of your wire bank transfer. This receipt is not an electronic invoice. The **electronic invoice** will be sent in separately and later on.

- In case an organization (Department, University, Research Centre, Association) has executed the **APP FEE wire bank transfer** for you, you can request the **electronic invoice** for the organization you belong to by sending an e-mail to the following address: segreteria@scuolademocratica.it (you will provide the

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required information regarding the organization). This procedure also applies in the case the **APP FEE wire bank transfer** has been executed by the **First Author**, but the latter requires that the **electronic invoice** be sent the organization s/he belongs to in order to get refunded.

- In case that the **APP FEE transfer is made by a person other than the person who will actually present**, it will be possible to send a request to the following email: segreteria@scuolademocratica.it to obtain the electronic invoice in the name of that person.