

# CICTP2020 Registration Guideline

## 1. Registration Instruction

Each paper to be included in the ASCE sponsored proceedings must be registered at ¥4000/paper via transfer into bank account, WeChat or Alipay before January 3rd, 2020. The attendees who will make a presentation(s) with no published proceeding paper(s) can register at ¥2800/person in advance or on site. The attendees who will not make a presentation(s) and have no published proceeding paper(s) can register at ¥1800/person in advance or on site. Overseas international attendees can pay US\$ for the registration via PayPal. Please be aware of that additional 3 % of PayPal service fee will be responsible by the payees. Summarized registration types is shown in the table below.

凡被会议论文集录用的论文作者请务必于 2020 年 1 月 3 日前支付大会注册费每篇论文¥4000（可通过对公转账、微信或支付宝方式），此费用包括出席会议和学术报告的注册费用。凡出席会议做学术报告但无论文发表者可以提前注册或现场注册每人¥2800。凡出席会议但不做学术报告者可以提前注册或现场注册每人¥1800。境外国际支付（以美元方式）可以通过 PayPal 支付，但注册者需要承担 3% 的 PayPal 转账服务费。详细注册类别费用汇总请见下表所示。

Category		Payment Instruction
Conference registration	Papers will be published in the ASCE sponsored CICTP 201 Proceedings.	¥ 4000/paper (US\$601)
Conference report registration	Attend conference and make a presentation(s) with no paper included in the proceedings.	¥ 2800/person (US\$421)
Conference Attendance Registration	Attend conference only with neither a proceeding paper(s) nor presentation(s).	¥ 1800/person (US\$271)

## 2. Payment and Receipt

Each registration is limited to one person only. Generally, please do not register for others unless exceptional case, for example, an advisor needs to pay for his/her student's registration. Each presentation must be registered by the presenter. If you have more than one paper to be included in the proceedings, please to register for each of these papers, respectively. In other words, each registration covers one paper only and then each paper registration is provided with one receipt from the CICTP2020 host. Student registers are required to bring student cards when attending the conference.

注\*: 每表限报一人, 请勿代替他人报名 (但指导老师可为自己的学生缴费); 所有研究报告宣讲至少要有一人进行注册; 同一人注册多篇文章需多次缴费, 建议每篇文章单独缴费以便单独开具发票。学生参会时请携带学生证。

## 3. Chinese Payment Process

- (1) Please pay your registration fee at <http://jcc.chd.edu.cn>, referring the Payment process document for details;
  - (2) If you transfer into Changan University's bank account, Please make sure send an E-mail to [cictp2020@chd.edu.cn](mailto:cictp2020@chd.edu.cn) to verify the payment, referring the CICTP2020 transfer guideline document for details;
  - (3) If you have questions or inquiry about registration payment, please send email to [cictp2020@chd.edu.cn](mailto:cictp2020@chd.edu.cn);
  - (4) The conference group will verify the confirmation according to the account transfer record and the email. If the audit is passed, the registrant will receive the confirmation email from the conference group within seven working days. If no email is received within seven days from your payment time, please call or email to the conference group.
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- (1) 注册者如选择微信或支付宝缴费方式, 缴费网址为: <http://jcc.chd.edu.cn/>, 具体操作步骤详见缴费流程说明文档;
  - (2) 注册者如选择对公转帐缴费方式, 具体操作步骤参见“CICTP2020 对公转帐缴费说明”, 缴费成功后, 请此类注册者应发送核对邮件 [cictp2020@chd.edu.cn](mailto:cictp2020@chd.edu.cn);
  - (3) 如缴费中遇到问题, 可发送邮件至 [cictp2020@chd.edu.cn](mailto:cictp2020@chd.edu.cn) 咨询;
  - (4) 会务组将根据账户转账记录及收到的邮件核实确认, 如果审核通过, 注册者将在七个工作日内收到会务组的确认邮件, 如果在指定时间内未收到邮件, 请发发邮件到会务组咨询: [cictp.cota@gmail.com](mailto:cictp.cota@gmail.com)。

#### 4. Overseas Payment Process

- (1) Please pay your registration via PayPal link at the CICTP2020 conference website. If you want to mail check, please mark CICTP, first author's name, and paper number on the check note place (for example, CICTP-Jun Zhang-A1234);
- (2) Keep bank transfer vouchers and take photos. Send them along with the complete registration form (if you need reimbursement, please note the invoice title and tax number) to the conference mailbox: [cictp.cota@gmail.com](mailto:cictp.cota@gmail.com);
- (3) The conference group will verify the confirmation according to the account transfer record and the email. If the audit is passed, the registrant will receive the confirmation mail from the conference group within seven working days. If no email is received within the specified time, please email to [cictp.cota@gmail.com](mailto:cictp.cota@gmail.com).
- (4) Account information:

<b>Mailing check:</b>
COTA (attn: Dr. Heng Wei) Mailing Address: 730 ERC, 2850 Campus Way, The University of Cincinnati, Cincinnati, Ohio 45221-0071, USA
<b>Bank wire transfer:</b>
Organization Name: Chinese Overseas Transportation Association (COTA) Bank Name: 5/3 Bank (Business Standard Checking Account) Address: Fifth Third Bank, University Financial Center, 2899 Vine St, Cincinnati, Ohio 45219 Routing Number: 042000314 Account Number: 7978436041 SWIFT Code: FTBCUS3C People-In-Charge: COTA Treasurer Heng Wei Contact: +1(513)5563781 (if necessary)

长安大学账户信息:
开户名称: 长安大学 开户银行: 中国银行西安翠华路支行 银行账号: 102007335073 银行行号: 104791004578

CICTP2020 Organizing Committee  
 The 20th COTA International Conference of Transportation Professionals  
 Xian, China | July 4th-6th, 2020  
<http://www.cota-home.org/CICTP/CICTP2020.html>