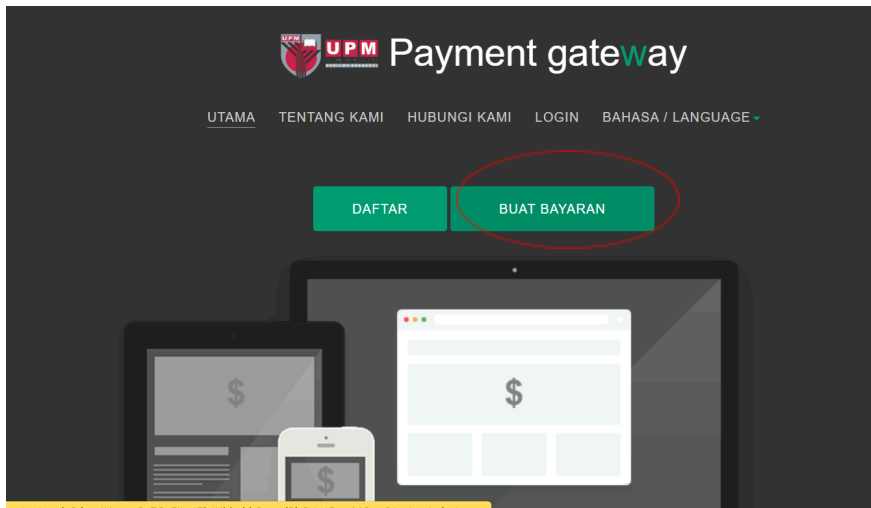


Payment Guidelines & Terms and Conditions

HOW TO MAKE THE PAYMENT :

1. Click <https://paygate.upm.edu.my>
2. Click '**Buat Bayaran**'.



3. Choose '**14TH BIOMED SYMPOSIUM**' for the '**BAYARAN KEPADA / PAYMENT FOR**' category.

A screenshot of the UPM Payment gateway payment form. The header features the UPM logo, 'PAYMENT ONLINE', and icons for a credit card, a dollar sign, and a globe. Below the header is a dropdown menu with the following options: '-- SILA PILIH / PLEASE CHOOSE --', '12TH RMMSW 2024', '14TH BIOMED SYMPOSIUM' (highlighted in blue), '2024 EPCS 1.0', '3RD IFRC 2024', and '14TH BIOMED SYMPOSIUM'. Below the dropdown menu is a form with the following fields: 'BAYARAN KEPADA / PAYMENT FOR *', 'NAMA PEMBAYAR / PAYER NAME *', 'NO KP / IC NO / PASSPORT NO *', 'NO TEL / TELEPHONE No *', and 'ALAMAT EMEL / EMAIL ADDRESS *'. A note at the bottom right of the form reads: "acter" semasa masukkan maklumat / Do not use "Special Character" when entering

4. Fill in your personal details.

| | | | |
|---|--------------------------------|---|-------------------------|
| ✓ | BAYARAN KEPADA / PAYMENT FOR * | : | 14TH BIOMED SYMPOSIUM ▾ |
| ✓ | NAMA PEMBAYAR / PAYER NAME * | : | <input type="text"/> |
| ✓ | NO KP / IC NO / PASSPORT NO * | : | <input type="text"/> |
| ✓ | NO TEL / TELEPHONE No * | : | <input type="text"/> |
| ✓ | ALAMAT EMEL / EMAIL ADDRESS * | : | <input type="text"/> |

5. Leave the other three categories blank.

| | | |
|---|---|----------------------|
| NAMA SYARIKAT / COMPANY'S NAME (Jika berkaitan / If related) | : | <input type="text"/> |
| NOMBOR ID VENDOR / VENDOR'S ID (Jika berkaitan / If related) | : | <input type="text"/> |
| KETERANGAN / DETAILS | : | <input type="text"/> |

6. Choose the payment method you prefer under 'BAYARAN MELALUI / PAYMENT METHOD'.

| | | |
|--|---|----------------------|
| BAYARAN MELALUI / PAYMENT METHOD * | : | <input type="text"/> |
| MATAWANG / CURRENCY * | : | <input type="text"/> |
| JUMLAH BAYARAN / AMOUNT * | : | <input type="text"/> |
| <input type="button" value="BAYAR / PAY"/> | | |

7. Choose 'RM' for the currency.


| | | |
|--|---|----------------------|
| BAYARAN MELALUI / PAYMENT METHOD * | : | <input type="text"/> |
| MATAWANG / CURRENCY * | : | <input type="text"/> |
| JUMLAH BAYARAN / AMOUNT * | : | <input type="text"/> |
| <input type="button" value="BAYAR / PAY"/> | | |

8. Fill in your total amount for '*JUMLAH BAYARAN / AMOUNT*' and click '*BAYAR / PAY*'.

| | | |
|--|----------------------|---|
| BAYARAN MELALUI / PAYMENT METHOD * | : --PILIH / CHOOSE-- | ▼ |
| MATAWANG / CURRENCY * | : --PILIH / CHOOSE-- | ▼ |
| JUMLAH BAYARAN / AMOUNT * | : 120 | ▼ |
| <input type="button" value="BAYAR / PAY"/> | | |

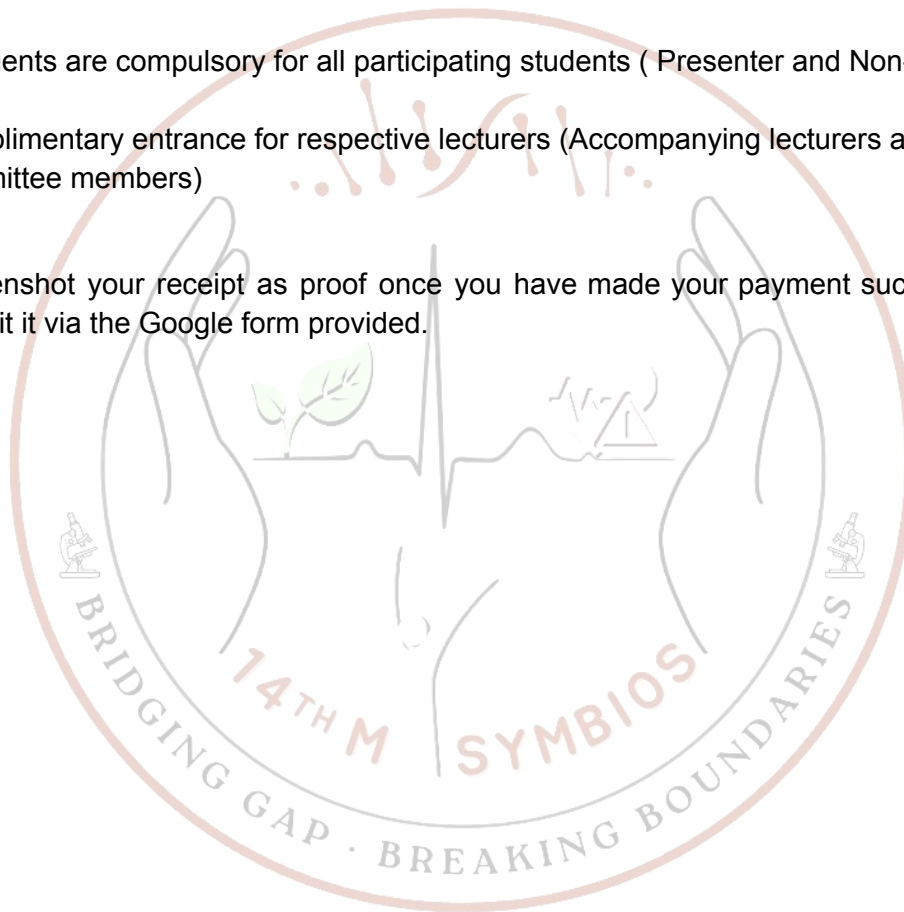
Presenter
RM 125 - Individual
RM 480 - Group of 4

Non-Presenter
RM 115 - Individual
RM 440 - Group of 4



Disclaimer:

- Payments are compulsory for all participating students (Presenter and Non-presenter)
 - Complimentary entrance for respective lecturers (Accompanying lecturers and committee members)
9. Screenshot your receipt as proof once you have made your payment successfully and submit it via the Google form provided.



CONFIRMATION:

Upon the completion of registration, an email notification will be sent to each participant confirming the receipt of payment. The email will also indicate any outstanding amount, if applicable.

FINAL INVOICE:

The final invoice will be received through email upon completion from UPM payment gateway.

REGISTRATION FEE INCLUDES:

- ❖ Entry to all conference sessions
- ❖ Entry to the poster area
- ❖ Meals (breakfast & lunch throughout the event)
- ❖ Conference bag with souvenirs
- ❖ T-shirt
- ❖ Lanyard and ID card
- ❖ E-brochure
- ❖ E-certificate of participation

*Physical certificate will be provided for the winner.

*Physical brochure will be provided for the representatives from each university.

INSURANCE:

The registration fee does not include insurance for participants regarding accidents, illnesses, cancellations, theft, or property damage or loss. It is kindly advised that participants consider acquiring appropriate personal insurance coverage.

REFUND POLICY:

Please note that no refunds will be provided for participants who are unable to attend the event.

Any inquiries, please contact:

KAH HUI + 6018 - 953 7577

CAYMELEIA + 6017 - 688 3012

OFFICIAL EMAIL ADDRESS: mysymbios2024@gmail.com