

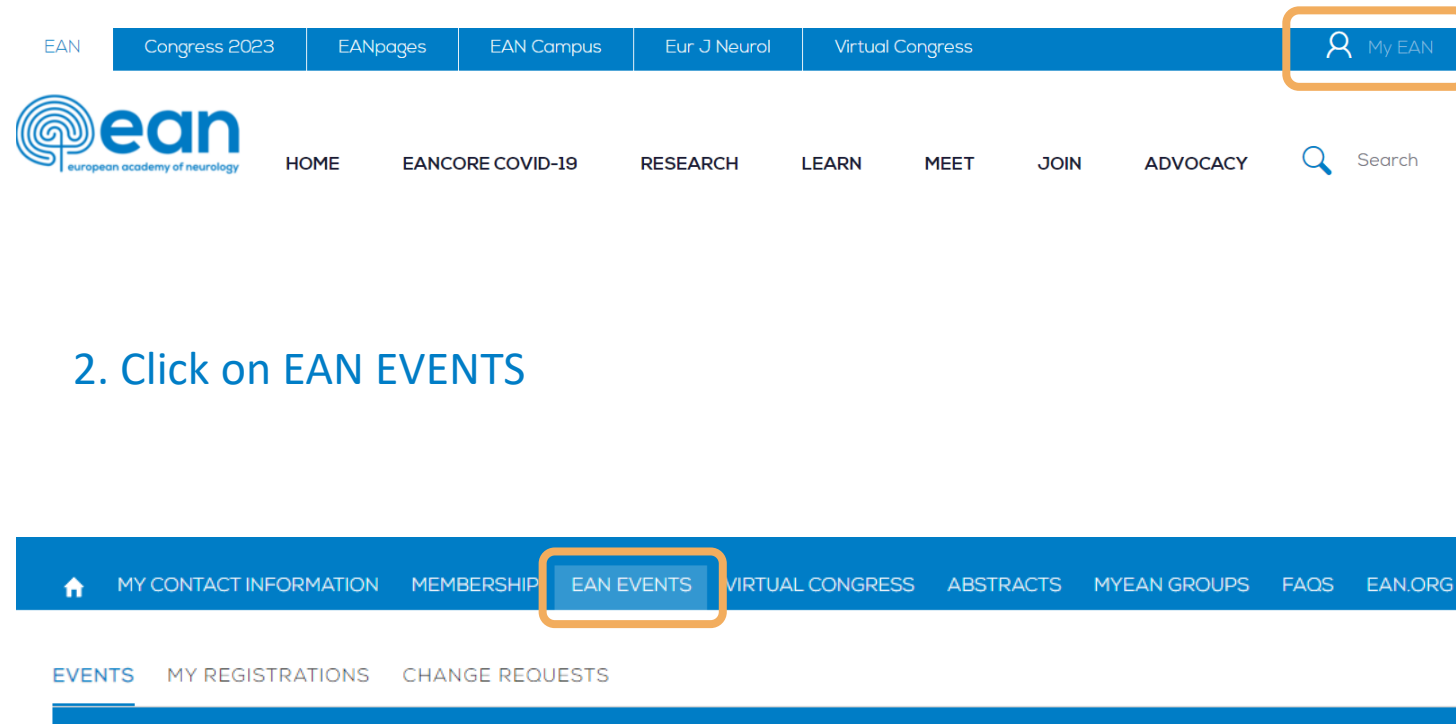
Register Experience as an Individual User



How To Register as an Individual Participant

1. [Login into your MyEAN account](#)
2. [Click on EAN EVENTS](#)
3. [Click on Register](#)
4. [Click on the Register Now button](#)
5. [Review your contact information](#)
6. [Choose Individual Registration as Registration Type](#)
7. [Choose your ticket](#)
8. [If you'd like to purchase additional sessions, you can do this now or you can later add them after you finished the registration process.](#)
9. [Choose "Onsite print"](#)
10. [Decide if you'd like to receive a congress bag](#)
11. [Apply your discount code if available and accept terms and conditions to finish your registration](#)
12. [Choose your preferred payment method](#)
13. [Enter the desired billing address](#)
 - a)
 - b)
14. [You will receive your order confirmation soon after completion](#)
15. [The invoice will be sent out upon receipt of payment.](#)

1. Login into your MyEAN account OR create a new account in case you do not have one yet (www.ean.org/congress2023)



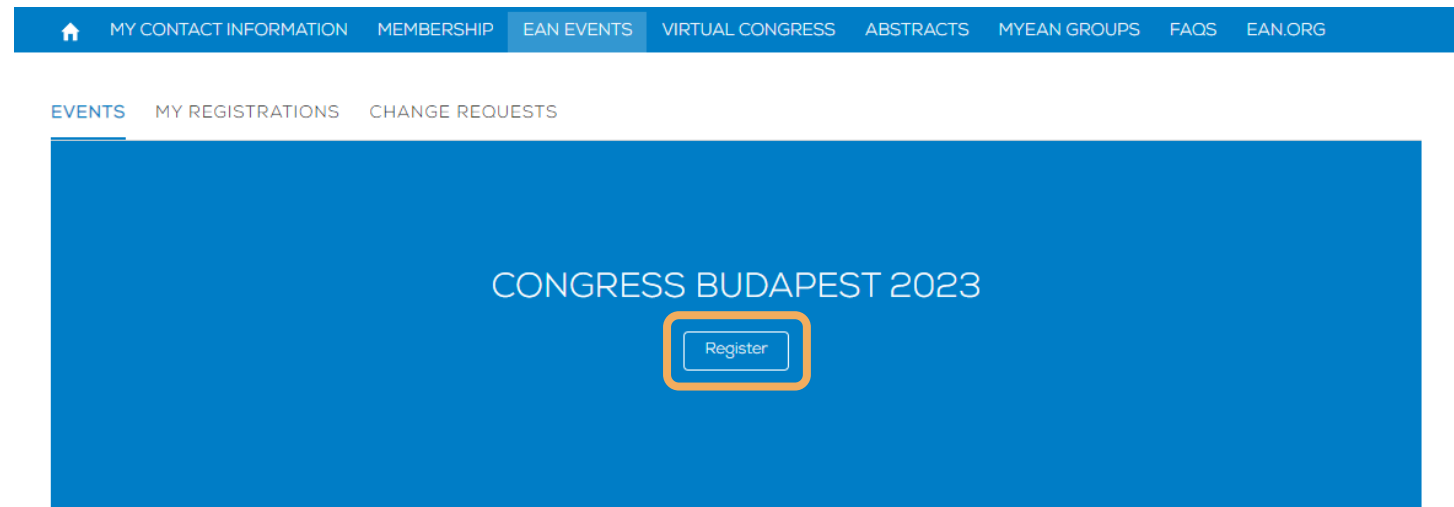
The screenshot shows the EAN website's navigation menu. At the top, there is a blue header with the EAN logo on the left and a navigation bar on the right. The navigation bar includes links for 'Congress 2023', 'EANpages', 'EAN Campus', 'Eur J Neurol', 'Virtual Congress', and 'My EAN' (which is highlighted with an orange box). Below the header, the main navigation menu is displayed, featuring the EAN logo and links for 'HOME', 'EANCORE COVID-19', 'RESEARCH', 'LEARN', 'MEET', 'JOIN', and 'ADVOCACY'. A search icon and 'Search' text are also present. Below the main navigation, a secondary menu is shown with links for 'MY CONTACT INFORMATION', 'MEMBERSHIP', 'EAN EVENTS' (highlighted with an orange box), 'VIRTUAL CONGRESS', 'ABSTRACTS', 'MYEAN GROUPS', 'FAQS', and 'EAN.ORG'. At the bottom of the screenshot, there is a blue bar with links for 'EVENTS', 'MY REGISTRATIONS', and 'CHANGE REQUESTS'.

2. Click on EAN EVENTS

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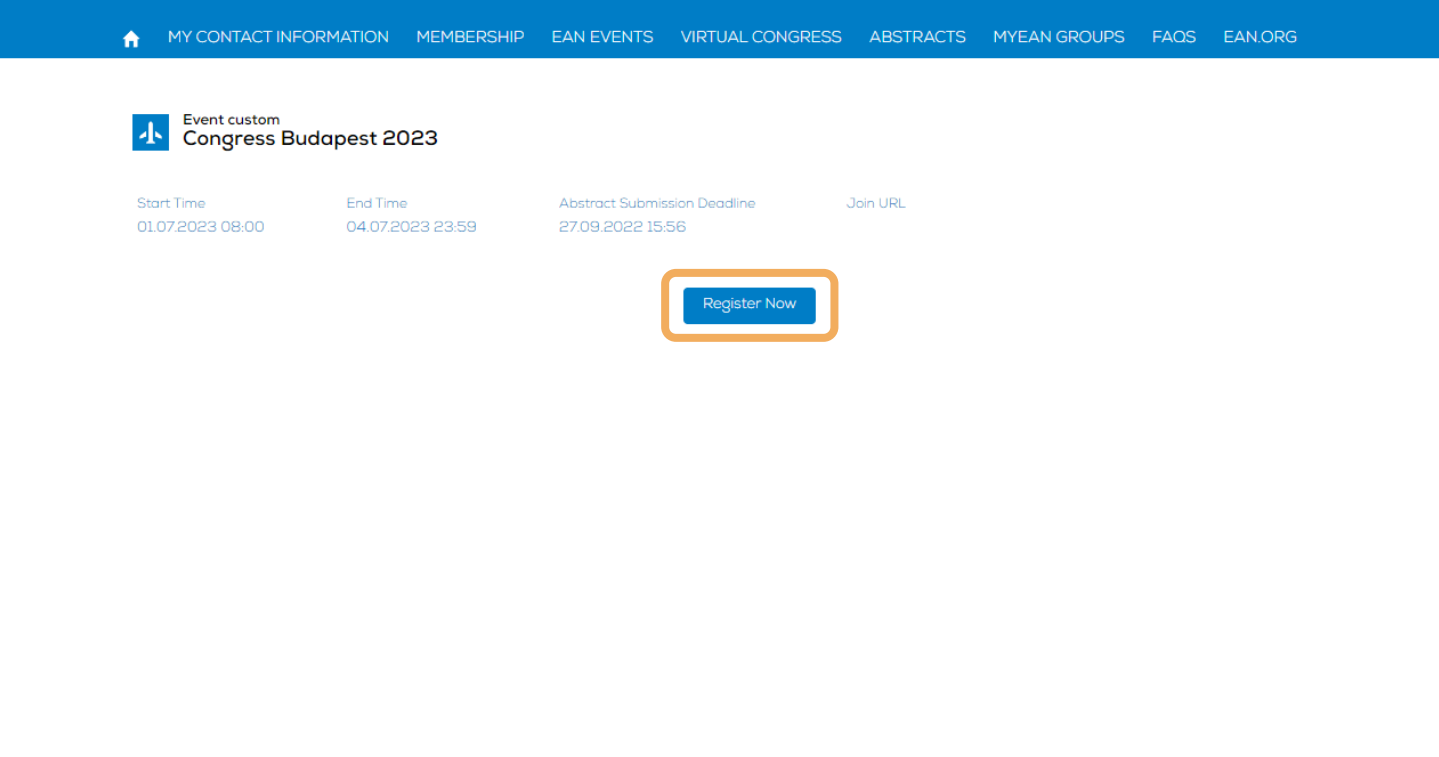
3. Click on "Register"



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4. Click on the Register Now button



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Event custom
Congress Budapest 2023

Start Time	End Time	Abstract Submission Deadline	Join URL
01.07.2023 08:00	04.07.2023 23:59	27.09.2022 15:56	

Register Now

ean congress Budapest 2023

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5. Review and, if necessary, update your contact information and then click next

Department Name

* Profession

Other Profession

* Non-/ Prescriber

Topics of interest

Available	Chosen
<input type="text"/>	<input type="text" value="Ageing and dementia"/>
	<input type="text" value="Autonomic nervous sys..."/>
	<input type="text" value="Cerebrovascular diseas..."/>
	<input type="text" value="Child neurology/develo..."/>

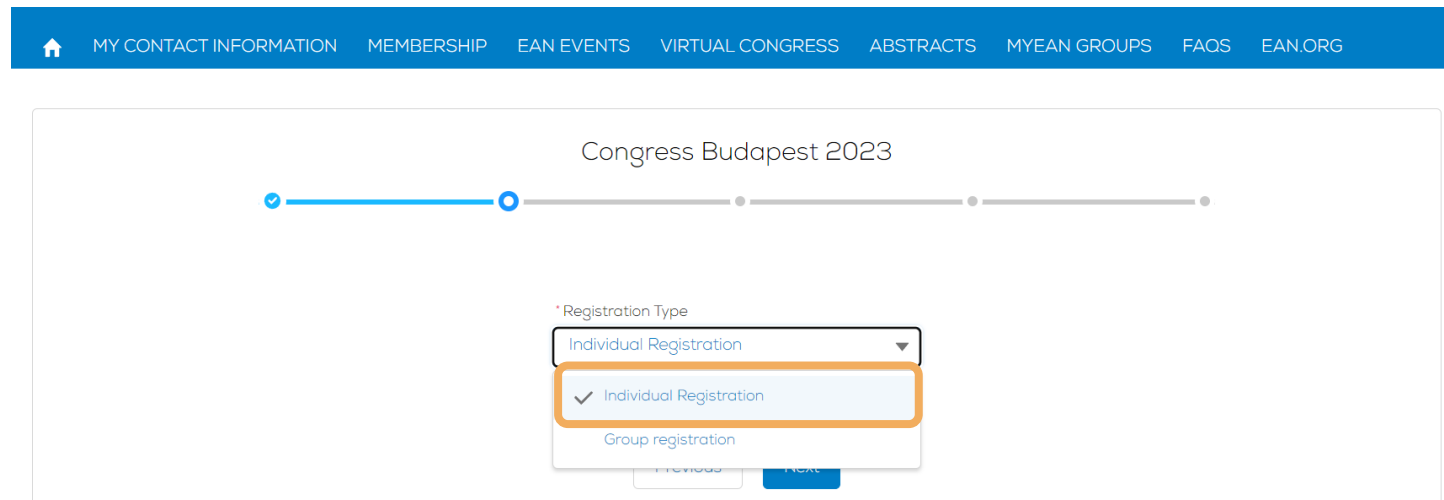
I agree to receive EAN newsletter

Next

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6. Choose *Individual Registration* as Registration Type

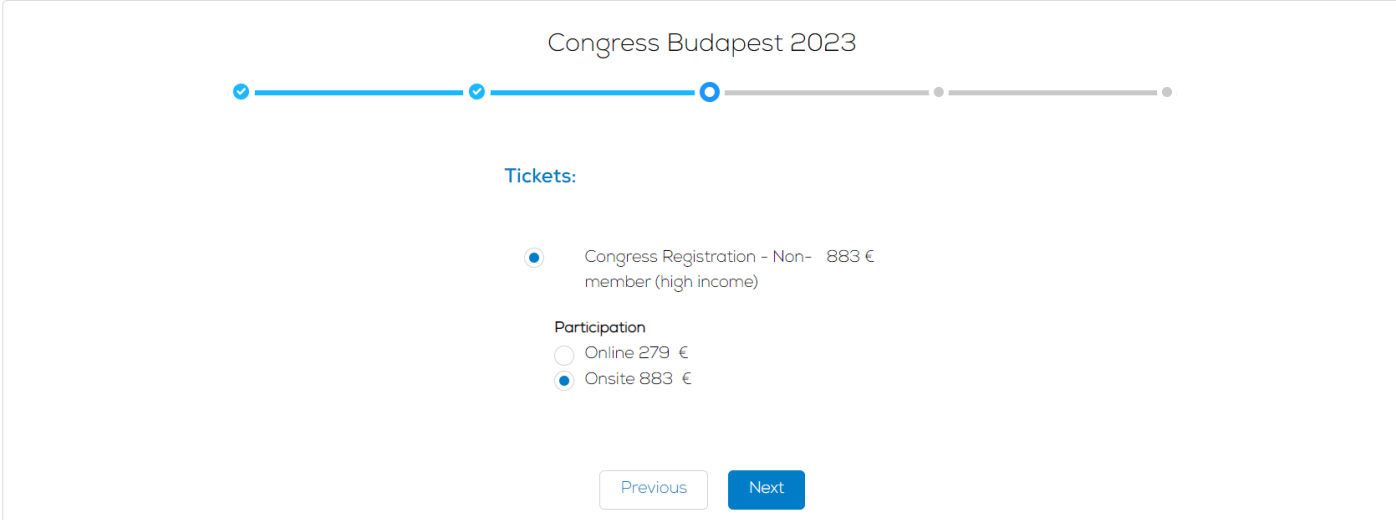


The screenshot shows the registration process for 'Congress Budapest 2023'. A progress bar at the top indicates the current step. Below the progress bar, a dropdown menu labeled '*Registration Type' is open, showing three options: 'Individual Registration' (selected with a checkmark and highlighted by an orange border), 'Individual Registration' (unselected), and 'Group registration' (unselected). Below the dropdown menu, there are two buttons: 'Previous' and 'Next'.

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7. Choose your ticket (The system shows all available tickets based on your membership or role. Choose the one with the lower ticket fee.)



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Congress Budapest 2023

Tickets:

Congress Registration - Non-member (high income) 883 €

Participation

Online 279 €

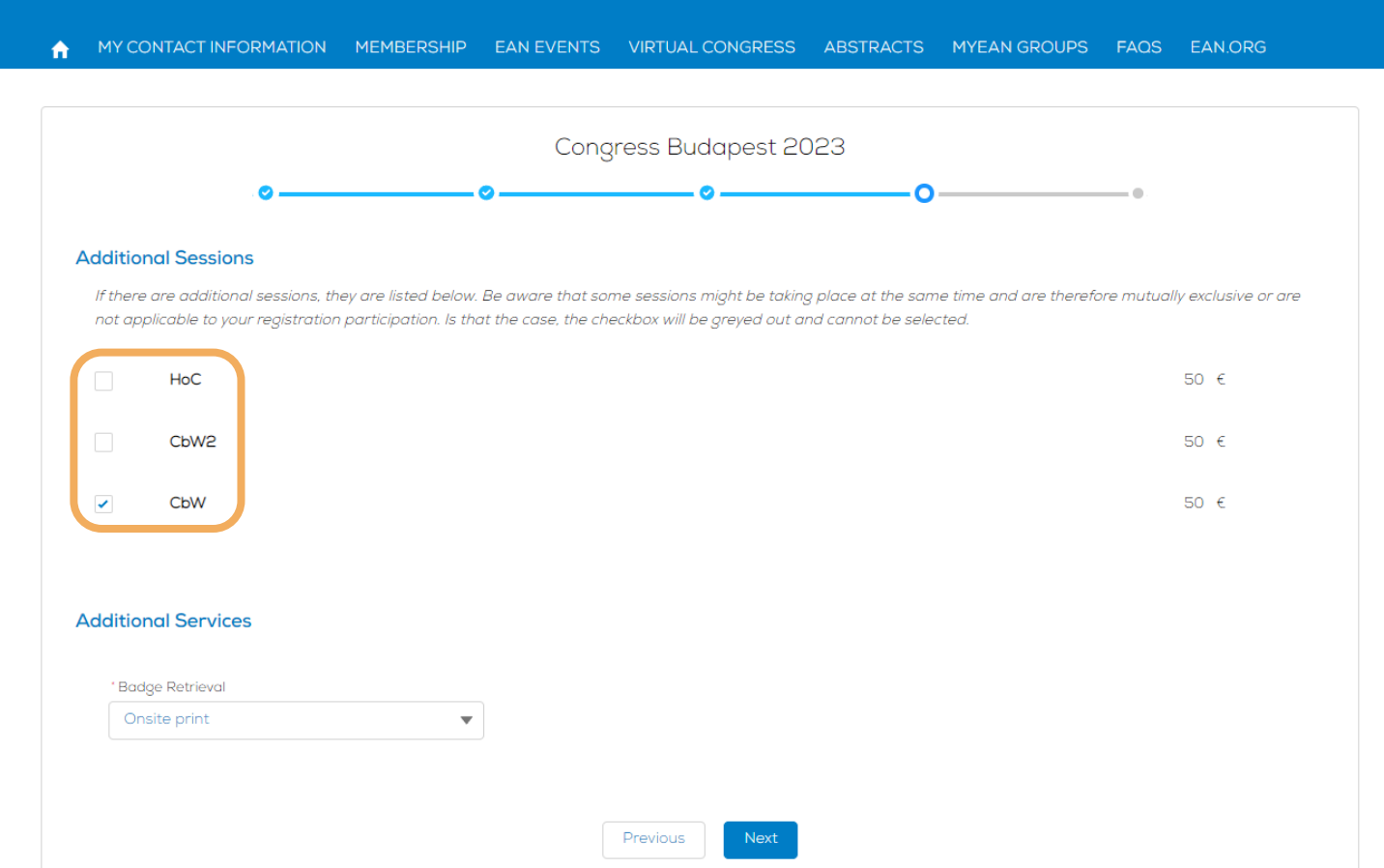
Onsite 883 €

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Congress Budapest 2023

Additional Sessions

If there are additional sessions, they are listed below. Be aware that some sessions might be taking place at the same time and are therefore mutually exclusive or are not applicable to your registration participation. In that case, the checkbox will be greyed out and cannot be selected.

<input type="checkbox"/>	HoC	50 €
<input type="checkbox"/>	CbW2	50 €
<input checked="" type="checkbox"/>	CbW	50 €

Additional Services

* Badge Retrieval

Onsite print

Previous Next

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9. Choose "Onsite print"

Congress Budapest 2023

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Additional Services

*Badge Retrieval

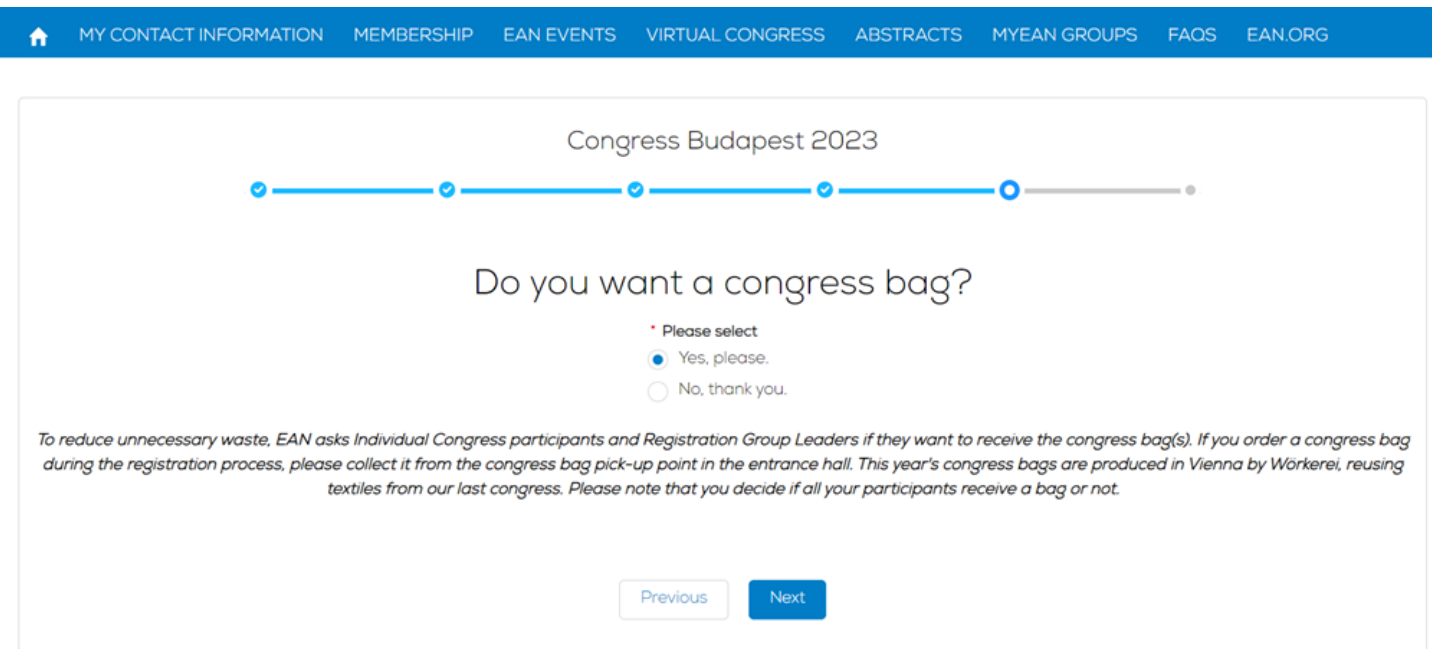
Onsite print

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10. Decide if you'd like to receive a congress bag



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Congress Budapest 2023

Do you want a congress bag?

* Please select

Yes, please.

No, thank you.

To reduce unnecessary waste, EAN asks Individual Congress participants and Registration Group Leaders if they want to receive the congress bag(s). If you order a congress bag during the registration process, please collect it from the congress bag pick-up point in the entrance hall. This year's congress bags are produced in Vienna by Wölkerei, reusing textiles from our last congress. Please note that you decide if all your participants receive a bag or not.

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11. Apply your discount code if available and accept *terms and conditions* to finish your registration

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Congress Budapest 2023

Ticket(s)

Congress Registration - Non-member (high income)	x 1	500 €
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DISCOUNT CODE

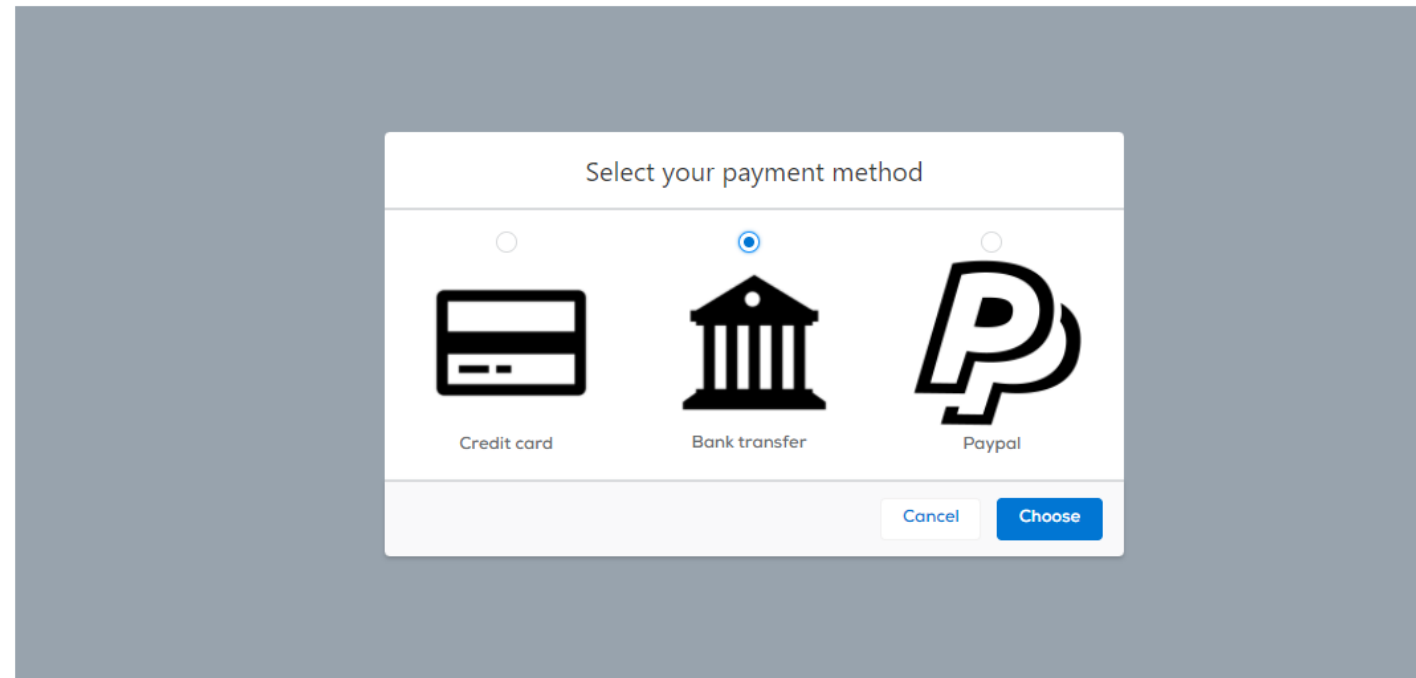
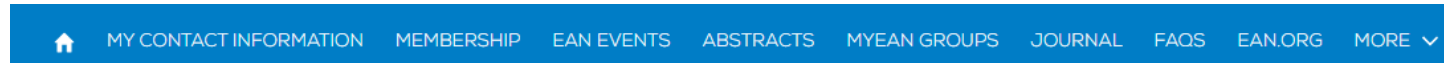
Discount Amount	0 €
Grand Total Amount	500.00 €
VAT Amount	14.56 €

By clicking "Finish", you are registered to the event and accept the Terms and Conditions for Registration

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12. Choose your preferred payment method



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13. Enter the desired billing address – you can either use your main contact information or use an alternative address (e.g., if your institution is funding your registration). If applicable, provide your VAT number.

a)

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Enter your address information

Main Contact Address

Ms. XXX XXX
Department
Hospital
xxx
1234 xxx
Austria

[Use as billing address](#)

Alternative Address

[Use as billing address](#)

Billing Address

Title First Name Last Name

Ms. XXX XXX

Department

Department

Hospital/Company

Hospital

* Billing Street

xxx

* Billing City

xxx

* Billing Zip/Postal Code 1234 * Billing Country Austria

VAT Number

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b)

Enter your address information

<p>Main Contact Address</p> <p>Ms. XXX XXX Department Hospital xxx 1234 xxx Austria</p> <p>Use as billing address</p>	<p>Billing Address</p> <table><tr><td>Title</td><td>First Name</td><td>Last Name</td></tr><tr><td><input type="text"/></td><td><input type="text"/></td><td><input type="text"/></td></tr></table> <p>Department <input type="text"/></p> <p>Hospital/Company <input type="text"/></p> <p>* Billing Street <input type="text"/></p> <p>* Billing City <input type="text"/></p> <p>* Billing Zip/Postal Code <input type="text"/> * Billing Country <input type="text"/></p> <p>VAT Number <input type="text"/></p> <p>Back Next</p>	Title	First Name	Last Name	<input type="text"/>	<input type="text"/>	<input type="text"/>
Title	First Name	Last Name					
<input type="text"/>	<input type="text"/>	<input type="text"/>					
<p>Alternative Address</p> <p>Use as billing address</p>							

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Thank you for your EAN congress registration.

Your registration was received, and your order confirmation number is: "O-R-013518"

To finalise your registration, please transfer the outstanding amount of 883.00€ to the following account by 25.10.2022:

Account holder:	European Academy of Neurology
Bank:	Oberoesterreichische Landesbank Aktiengesellschaft
IBAN:	AT83 5400 0002 1400 7650
BIC/SWIFT:	OBLAAT2L
Reference:	Order confirmation nr. "O-R-013518".

Please indicate your order confirmation number and your name XXX XXX on the bank transfer documents for identification purposes.

Please note that you are responsible for any bank charges that may incur. If the amount transferred to the account does not correspond to the amount stated on the order confirmation form, your registration will be regarded as incomplete.

If you do have any queries, do not hesitate to contact us.

[Download as PDF](#)

15. [The invoice will be sent out upon receipt of payment.](#)