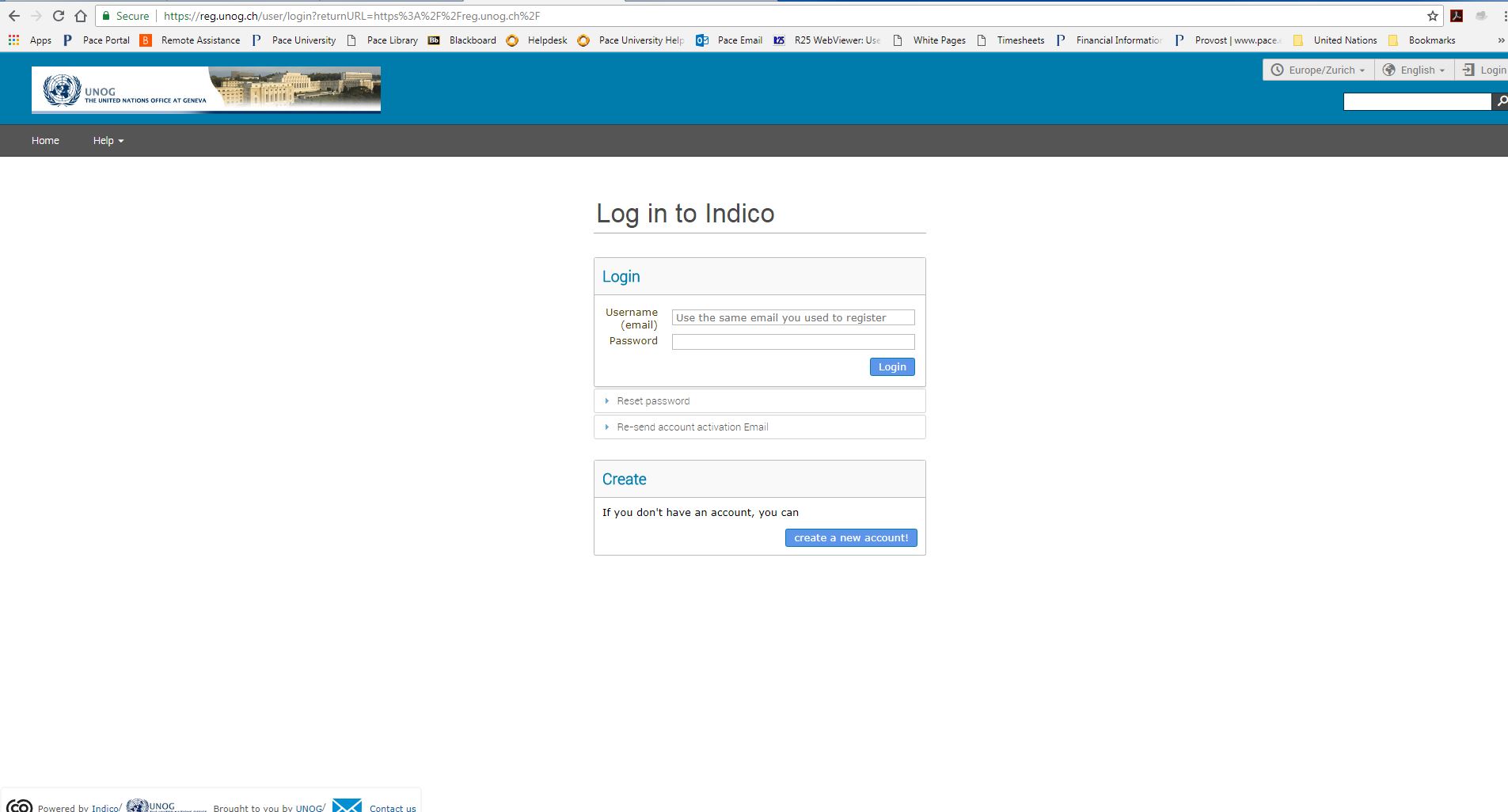
Pace University Conference Registration Account Set-Up

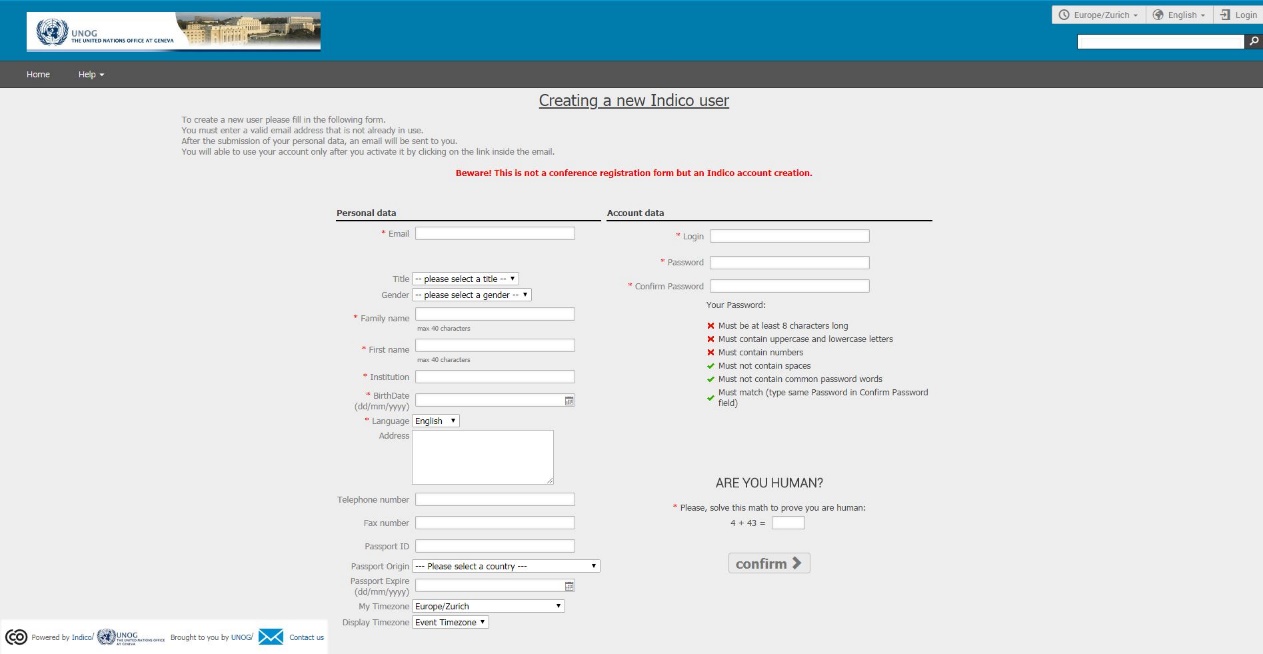
In order to begin applying for conference registration, you must first set up an Indico online registration account.

Begin by going to the following link:

<https://reg.unog.ch/user/login?returnURL=https%3A%2F%2Freg.unog.ch%2F>

Once the link is open click, “**create a new account!**”

Please fill out your personal information and make sure you put “**Pace University**” as your **Institution**.

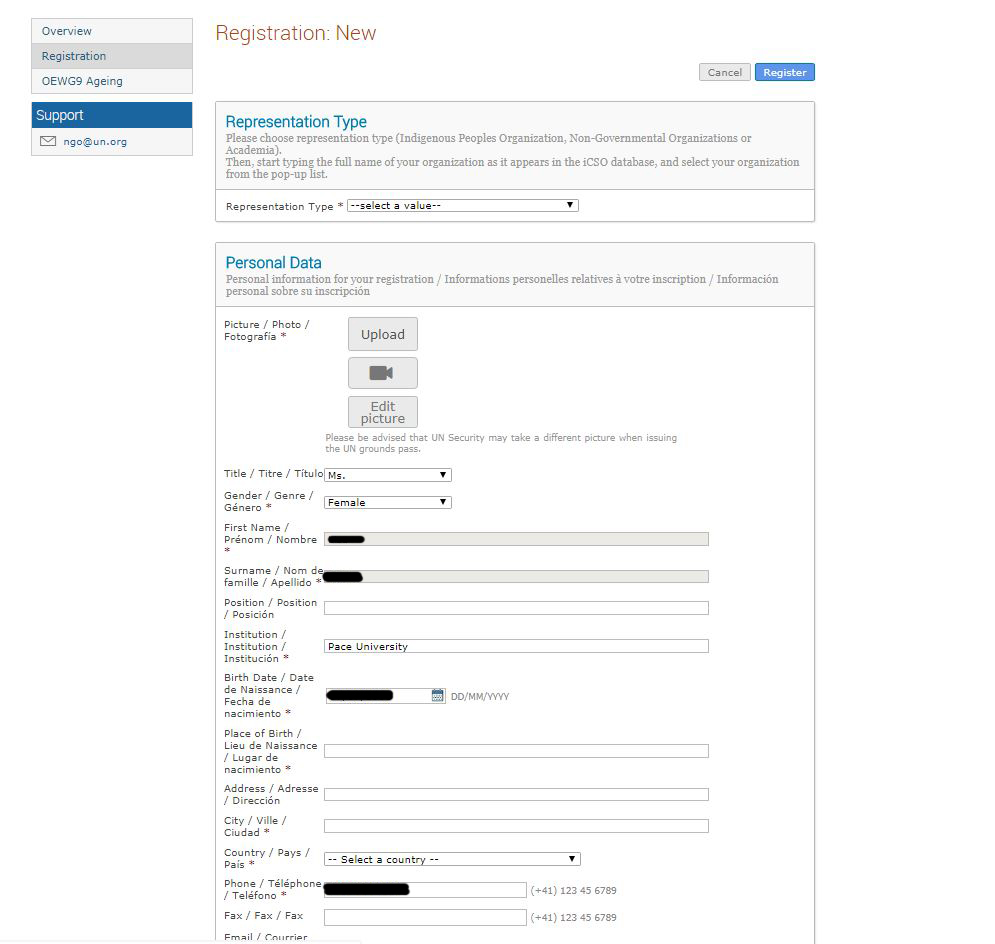


\***Please note that this is not a conference registration form but an Indico account creation form.**

Once you confirm your account, you will receive an email to activate your account.

How to register for a Conference or Event:

When you select an **open** conference to register for, a page will open to verify your details. Pace University will auto-populate into the organization field. When you reach the “Representation Type” field, please select **Academia** and type **Pace University** again. Please complete the form and click the **register** button.



You can modify your registration request until the deadline for registration.

Once you register for a conference, please email Liza Bell, at [lbell@pace.edu](mailto:lbell@pace.edu?subject=Conference%20Registration%20Follow-Up) with the conference name and dates you would like to attend.

**Please note that registration in Indico does not guarantee participation in any specific event. Approval of registration is up to the discretion of the conference manager and host entity.**