

*The 30<sup>th</sup> Population Census Conference*

# **On-line Registration & Payment Instructions**

- ANCSDAAP -

2019

1

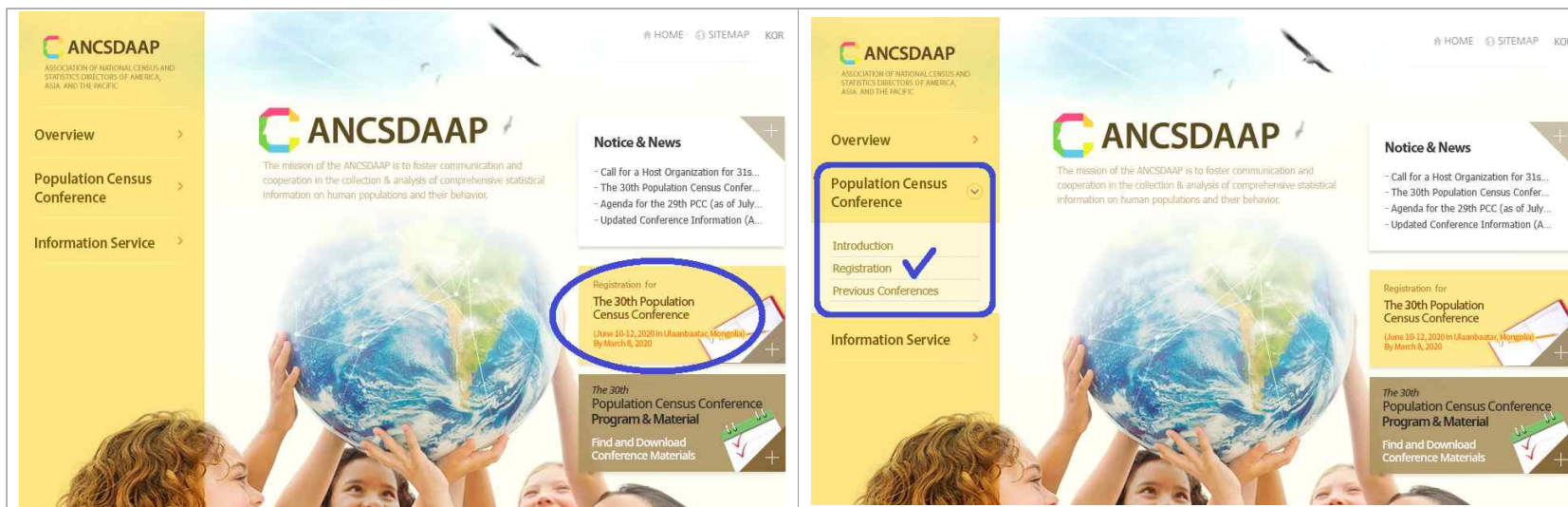
## Overview

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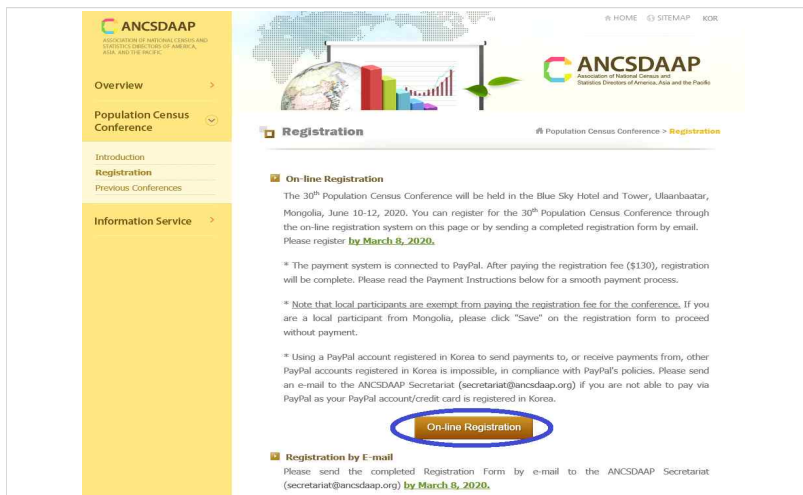
- The Association of National Census and Statistics Directors of America, Asia and the Pacific (ANCSDAAP)'s responsibilities have been transferred to Statistics Korea (KOSTAT) and KOSTAT is performing those responsibilities as the secretariat of ANCSDAAP.
- It is necessary for all participants to be aware that the payment system (PayPal) for the 30<sup>th</sup> Population Census Conference is connected to the account of ANCSDAAP. You will be redirected to the payment system (PayPal) after clicking the "SUBMIT" button on ANCSDAAP's on-line registration form.
- Please note that on-line registration and payment (USD 130) should be completed by **March 8, 2020**.
- Since the secretariat PayPal account is registered in Korea, using PayPal account registered in Korea to send payments to, or receive payments from, other PayPal accounts registered in Korea is impossible in compliance with the PayPal policy. Please email the secretariat if you are not able to pay via PayPal.
- If you have any questions regarding the registration fee payment, please send an e-mail to the ANCSDAAP Secretariat ([secretariat@ancsdaap.org](mailto:secretariat@ancsdaap.org)).

## 2

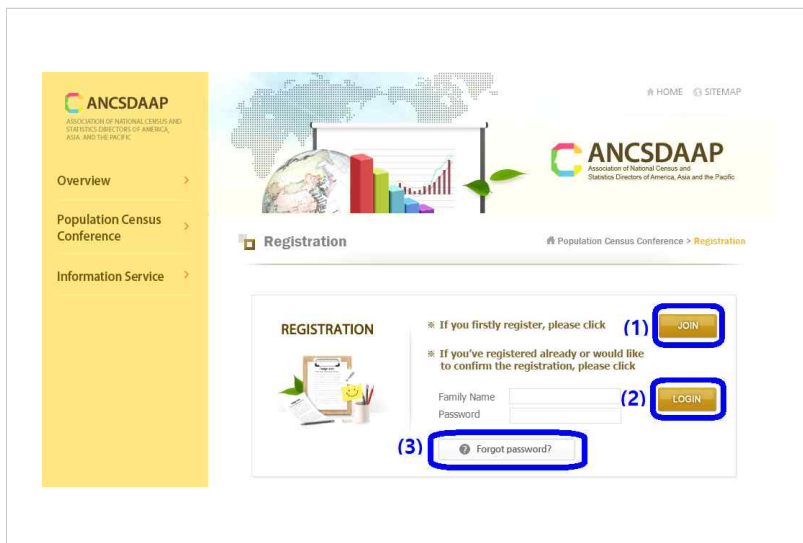
## On-line Registration



- When you visit the official website of ANCSDAAP (<http://www.ancsdaap.org>), you can find the notice for the **on-line registration** on the right side of the main page of the website.
- Click the notice or click the Registration sub-menu in the Population Census Conference section on the left side of the main page.



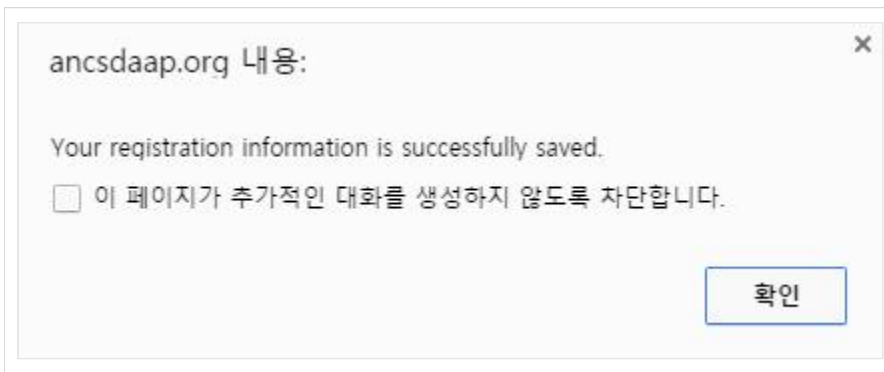
- Click the **“On-line Registration”** button in the middle of the page to begin your on-line registration for the 28<sup>th</sup> Population Census Conference.



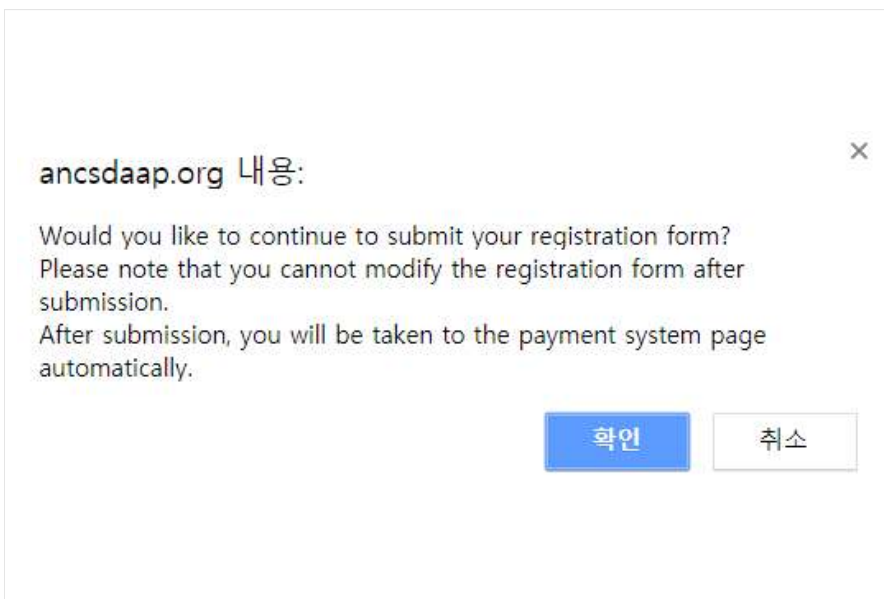
- (1) **“JOIN” button:** This is for new members who have not registered yet. If you click it, the screen takes you to the on-line registration screen.
- (2) **“LOGIN” button:** This is for participants who have already registered. After you log in, you can modify your registration information or confirm it once again. Please note that you cannot modify your registration information after clicking the “SUBMIT” button.
- (3) **“Forgot Password” button:** This is for people who lost or forgot their password.

- This is the online registration form.
- (\*) is required to be completed.
- The deadline for registration is **March 8, 2020**.

- At the bottom of the form, there are three buttons:
- (1) "SAVE"**: This is to temporarily save your registration information. You can modify it at a later date.
  - (2) "BACK"**: This is for deleting all of the information you filled in and returning to the previous web page.
  - (3) "SUBMIT"**: This is for submitting your registration form. You cannot modify the information after clicking this button. As soon as you click this button, the payment procedure will begin.



- If you click the **“Save”** button, you will find the pop-up message, “Your registration information is successfully saved.”
- You can modify your registration information later.



- If you click the **“Submit”** button, you will find the pop-up message, “Would you like to submit the registration? If you submit the registration, you cannot modify the registration information, you can only confirm the registration information”
- If you want to proceed with the registration fee payment, please click **“OK”** which is the button on the left with the blue border. The screen will move to the payment page.
- If you don’t want to proceed with the registration form submission, please click the **“Cancel”** button, which is located on the right.

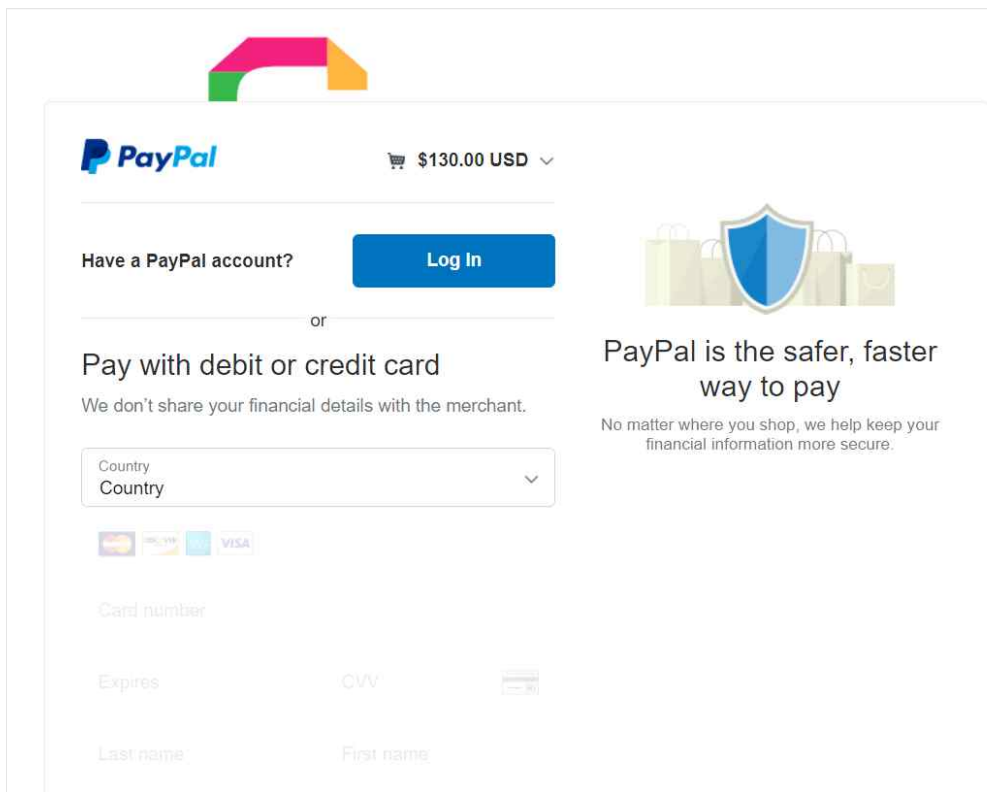
*\* Additional change will require communication with the website administrator by e-mail at [secretariat@ancsdaap.org](mailto:secretariat@ancsdaap.org)*

## 3

## On-line Registration Fee Payment

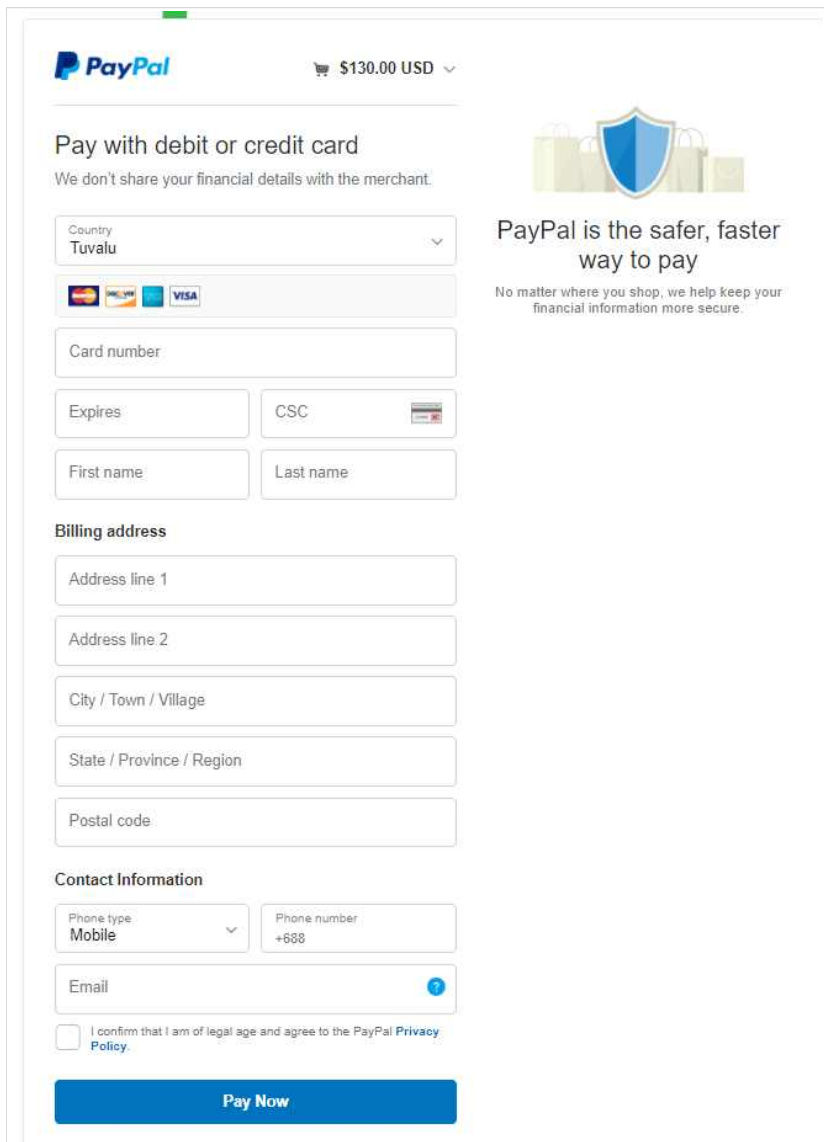
### What is PayPal?

Paypal is an operating a worldwide online payments system that supports online money transfers and serves an electronic alternative to traditional paper methods. When you click the Submit button, you will be taken to a PayPal webpage where you can pay with your credit cards or your PayPal account.



The screenshot shows the PayPal checkout interface. At the top left is the PayPal logo. To its right is a shopping cart icon with the text "\$130.00 USD". Below the logo is a "Have a PayPal account?" section with a blue "Log In" button. Below this is an "or" separator, followed by "Pay with debit or credit card" and the text "We don't share your financial details with the merchant." There is a "Country" dropdown menu. Below the dropdown are icons for MasterCard, AMEX, and VISA. Further down are input fields for "Card number", "Expires", "CVV", "Last name", and "First name". To the right of the form is a shield icon over shopping bags, with the text "PayPal is the safer, faster way to pay" and "No matter where you shop, we help keep your financial information more secure."

- The registration fee is **USD 130** for each participant.
- If you have a PayPal account, you can log in to your account to complete the payment. Click "Log In" if you have one.



The screenshot shows the PayPal checkout page for a \$130.00 USD purchase. The main heading is "Pay with debit or credit card" with a sub-note: "We don't share your financial details with the merchant." The form includes a country dropdown set to "Tuvalu", a card type selector (MasterCard, American Express, Discover, Visa), and input fields for the card number, expiration date, CSC, first name, and last name. Below this is the "Billing address" section with fields for address line 1, address line 2, city/town/village, state/province/region, and postal code. The "Contact Information" section has a phone type dropdown (set to "Mobile"), a phone number field (starting with "+688"), and an email field. At the bottom, there is a checkbox for "I confirm that I am of legal age and agree to the PayPal Privacy Policy" and a prominent blue "Pay Now" button.

*If you do not have a PayPal account,*

- You can make payment with your **credit or debit card**.
- Choose "Pay with a debit or credit card", if you want to pay with one of these cards.
- If the e-mail address you entered is already registered with PayPal, paying with your PayPal account will be requested.
- After completing your payment, you will see the message, "Thank you for your order. Your payment of USD 130.00 is complete".





The screenshot shows the ANCSDAAP website interface. On the left is a yellow navigation menu with the following items: 'Overview', 'Population Census Conference', and 'Information Service'. The main content area features a header with the ANCSDAAP logo and navigation links for 'HOME' and 'SITEMAP'. Below the header is a banner image containing a globe, a bar chart, and a line graph. A central white box with a gold border contains the text: 'Your registration is successfully completed. thank you.'

- The page will soon returned to the ANCSDAAP website after the payment completion.
- You will find the message that your registration completed successfully.

*\* Please do not hesitate to contact the secretariat ([secretariat@ancsdaap.org](mailto:secretariat@ancsdaap.org)) if you face any problem with online registration and payment for the 30<sup>th</sup> Population Census Conference.*