Login to delegate registration page

You will be redirected to the Registration Page.

You can use your TIES user account or the ITU user account created for:
- ITU World Telecom (2014 onwards)
- ITU-T Study Group 11 & 13 (2015 onwards)
- ITU-D Study Group 1 & 2 (2016 onwards)
- Council Working Group meetings (July 2016 onwards), or
- New ITU Online Bookshop

You can register using the same user account.

1. test_sg1_itud@yopmail.com is now entered in the Email Address or Username field.

2. ****** is now entered in the Password box.

3. Click on the Login button.
ITU Delegate Registration

Accessibility information

Fill in details of your registration in this page and submit your request.

1. If you require any accessibility assistance, select the check box: **Do you require specific assistance?**
2. Enter details of the assistance required, in the text box: **If so, please specify**, such as here: `<wheelchair assistance>` is entered.

![Accessibility Information Form](image.png)
Select meetings to attend (1)

1. Select the meetings you wish to attend, such as here: the check box for the meeting: **CWG on Child online protection** is selected.
Select function &
Interpretation

1. Select your function for a specific meeting by clicking on the dropdown menu for the **Function** field, such as here: **Counsellor** is selected for the meeting: **CWG on Child online protection**.

2. Select Interpretation language for a specific meeting by clicking on the dropdown menu for the **Interpretation** field, such as here: **English** is selected for the meeting: **CWG on Financial and Human Resources**.

For some meetings, Function and Interpretation selection may be allowed for only Member States. A relevant message will be displayed in this case.
Select meetings to attend (2)

1. Select the meetings you wish to attend, such as here: the check box for the meeting: **CWG on WSIS: Implementation of outcomes** is selected.
Select function for a meeting (2)

1. Select your function for a specific meeting by clicking on the dropdown menu for the **Function** field, such as here: **Advisor** is selected for the meeting: **CWG on WISIS: Implementation of outcomes**

<table>
<thead>
<tr>
<th>I wish to attend the following meeting(s):</th>
<th>Start date - End date</th>
<th>Remote</th>
<th>Function</th>
</tr>
</thead>
<tbody>
<tr>
<td>CWG on Child online protection</td>
<td>2016-10-10 - 2016-10-10</td>
<td>☐</td>
<td>Counsellor</td>
</tr>
<tr>
<td>Open consultation of the CWG-Internet</td>
<td>2016-10-11 - 2016-10-11</td>
<td>☐</td>
<td>Select</td>
</tr>
<tr>
<td>CWG on WISIS: Implementation of outcomes</td>
<td>2016-10-12 - 2016-10-13</td>
<td>☐</td>
<td>Select</td>
</tr>
<tr>
<td>Open consultation on WSIS Forum</td>
<td>2016-10-12 - 2016-10-12</td>
<td>☐</td>
<td>Select</td>
</tr>
<tr>
<td>CWG on International Internet-related Public Policy Issues (Member States only)</td>
<td>2016-10-13 - 2016-10-14</td>
<td>☐</td>
<td>Select</td>
</tr>
</tbody>
</table>
Select remote participation

Select **Remote participation** for selected meetings, if applicable (optional).
ITU Delegate Registration

Different representation

1. **Scroll down** to view and fill other registration details.

If you will be representing an organization other than yours in the study group meetings, select the **Different representation** check box and fill out the fields that will be displayed beneath it (example shown below)

![Different representation](example.png)
Request visa support

1. To request support for obtaining a visa, select the check box: I request support in obtaining a visa. If you do not see this section on your registration page, it means visa support is not being offered for the particular event.

Note: Passport information must be mandatorily provided while applying for a fellowship and/or while requesting Visa support.
**ITU Delegate Registration**

**Full name as per passport**

The fields marked with asterisk (*) in the **Visa information** section are mandatory, if the visa support checkbox is selected.

1. Enter your **Full name as it appears on passport**, such as here: `<TEST ITU>` is entered.
ITU Delegate Registration

Passport number

1. Enter your **Passport number**, such as here: `<TEST123>` is entered.

![Passport information form]

**Note:** Passport information must be mandatorily provided while applying for a fellowship and/or while requesting Visa support.
Date of birth as per Passport

1. In the **Date of birth** field, select a date: **2016/08/15**, using the date picker. The date can be modified manually, such as here: **<1984/08/15>** is entered.
ITU Delegate Registration

Passport issuing country

1. Enter your **Issuing country**, such as here: `<TEST COUNTRY>` is entered.

Place of birth

1. Enter your **Place of birth**, such as here: `<TEST PLACE>` is entered.
Passport issuance date

1. In the **Date of issuance** field, select your passport issuance date: **15 August, 2016**, using the date picker. The date can be modified manually, such as here: `<2000/08/15>` is entered.
ITU Delegate Registration

Passport expiry date

1. In the **Expiry date** field, select your passport expiry date: **15 August, 2016** using the date picker. The date can be modified manually, such as here: `<2020/08/14>` is entered.
Date of arrival

Fill in your flight and accommodation details in the **Arrival and departure information** section (optional).

1. In the **Date of arrival** field, select an appropriate date using the date picker, such as here is selected. The date can also be modified manually by typing.
ITU Delegate Registration

Date of departure

1. In the Date of departure field, select an appropriate date using the date picker, such as here: **15 August, 2016** is selected. The date can also be modified manually by typing, such as here: `<2016/12/12>` is now entered.
Arrival airline and flight No

1. Enter your arrival flight details in the **Airline and flight No** field, such as here: <**ABC123**> is entered.

Departure airline and flight No

1. Enter your departure flight details in the **Airline and flight No** field, such as here: <**PQR123**> is entered.
ITU Delegate Registration

Local address or hotel

1. Enter your local accommodation details in the **Local address or hotel** field, such as here: `<TEST HOTEL>` is entered.
ITU Delegate Registration

Privacy information

Select the appropriate check boxes in the **Privacy** section, if required (optional).

1. For instance, the **I do not wish to receive information from ITU.** check box is selected here.

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**Privacy:**

The fields marked by * are compulsory. The information provided on this registration form may be used to forward information pertaining to ITU events or may be published in the list of participants on the ITU website. If you do not wish your electronic contact details (e-mail address and telephone number) to be published, please tick the appropriate box below.

- [ ] I do not wish to receive information from ITU.
- [ ] I do not wish my e-mail address to be published in the list of participants on the ITU website.
- [ ] I do not wish my conference ID photo to be published on the ITU website.
- [ ] I do not wish my e-mail address to be used to receive invitations to social events.

**Note by the secretariat:** Invitations to social events will be sent by e-mail only.
Submit registration

1. Once you have filled in all the required registration details, click on the button to submit your registration for approval.
Registration submission confirmation

This confirmation message is displayed on completing the registration submission successfully. You will also receive a confirmation e-mail about the same.