

ITU Delegate Registration

Login to delegate registration page

- i** You will be redirected to the **Registration Page**.
- i** 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 BookshopYou can register using the same user account.

- 1.** **test_sg1_itud@yopmail.com** is now entered in the **Email Address or User name** field.
- 2.** ********* is now entered in the **Password** box.
- 3.** Click on the **Login** button.

ITU event registration

test_sg1_itud@yopmail.com

Create a user account or reset your password ?

Please use your new username and password and **NOT** your TIES account

Login

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:

ITU will strive to meet your requirements on improved accessibility, subject to availability of resources.

Do you require specific assistance? :

1



If so, please specify:

wheelchair assistance

x

2

ITU Delegate Registration

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.

* I wish to attend the following meeting(s):

	Start date - End date	Remote	Function
<input checked="" type="checkbox"/> CWG on Child online protection	2016-10-10 - 2016-10-10	<input type="checkbox"/>	-----Select-----
<input type="checkbox"/> Open consultation of the CWG-Internet	2016-10-11 - 2016-10-11	<input type="checkbox"/>	-----Select-----
<input type="checkbox"/> CWG on WSIS: Implementation of outcomes	2016-10-12 - 2016-10-13	<input type="checkbox"/>	-----Select-----
<input type="checkbox"/> Open consultation on WSIS Forum	2016-10-12 - 2016-10-12	<input type="checkbox"/>	-----Select-----
<input type="checkbox"/> CWG on International Internet-related Public Policy Issues (Member States only)	2016-10-13 - 2016-10-14	<input type="checkbox"/>	-----Select-----

ITU Delegate Registration

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**.

* I wish to attend the following meeting(s):

	Start date - End date	Remote	Function
<input checked="" type="checkbox"/> CWG on Child online protection	2016-10-10 - 2016-10-10	<input type="checkbox"/>	1 -----Select-----
<input type="checkbox"/> Open consultation of the CWG-Internet	2016-10-11 - 2016-10-11	<input type="checkbox"/>	-----Select-----
<input type="checkbox"/> CWG on WSIS: Implementation of outcomes	2016-10-12 - 2016-10-13	<input type="checkbox"/>	-----Select-----
<input type="checkbox"/> Open consultation on WSIS Forum	2016-10-12 - 2016-10-12	<input type="checkbox"/>	-----Select-----
<input type="checkbox"/> CWG on International Internet-related Public Policy Issues (Member States only)	2016-10-13 - 2016-10-14	<input type="checkbox"/>	-----Select-----

I wish to attend the following meeting(s)

	Start date - End date	Remote	Function	Interpretation
<input checked="" type="checkbox"/> CWG on Financial and Human Resources	2017-09-19 - 2017-09-20	<input type="checkbox"/>	Choose a function... -----Select-----	2 English
<input type="checkbox"/> Open consultation of the CWG-Internet	2017-09-18 - 2017-09-19	<input type="checkbox"/>	Choose a function... -----Select-----	
<input type="checkbox"/> CWG on international Internet-related pu	2017-09-13 - 2017-09-15	<input type="checkbox"/>	Choose a function... -----Select-----	
<input type="checkbox"/> CWG on Child online protection	2017-09-11 - 2017-09-12	<input type="checkbox"/>	Choose a function... -----Select-----	

i For some meetings, Function and Interpretation selection may be allowed for only Member States. A relevant message will be displayed in this case.

Function *	Interpretation *
Choose a function... -----Select-----	Choose a language... -----Select-----
* Option(s) allowed only for Member State	

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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.

* I wish to attend the following meeting(s): _____

- CWG on Child online protection
- 1** Open consultation of the CWG-Internet
- CWG on WSIS: Implementation of outcomes**
- Open consultation on WSIS Forum
- CWG on International Internet-related Public Policy Issues (Member States only)

ITU Delegate Registration

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 WSIS: Implementation of outcomes**

* I wish to attend the following meeting(s):

	Start date - End date	Remote	Function
<input checked="" type="checkbox"/> CWG on Child online protection	2016-10-10 - 2016-10-10	<input type="checkbox"/>	Counsellor
<input type="checkbox"/> Open consultation of the CWG-Internet	2016-10-11 - 2016-10-11	<input type="checkbox"/>	-----Select-----
<input checked="" type="checkbox"/> CWG on WSIS: Implementation of outcomes	2016-10-12 - 2016-10-13	<input type="checkbox"/>	-----Select-----
<input type="checkbox"/> Open consultation on WSIS Forum	2016-10-12 - 2016-10-12	<input type="checkbox"/>	-----Select-----
<input type="checkbox"/> CWG on International Internet-related Public Policy Issues (Member States only)	2016-10-13 - 2016-10-14	<input type="checkbox"/>	-----Select-----

ITU Delegate Registration

Select remote participation

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

* I wish to attend the following meeting(s):

	Start date - End date	Remote	Function
<input checked="" type="checkbox"/> CWG on Child online protection	2016-10-10 - 2016-10-10	<input type="checkbox"/>	Counsellor
<input type="checkbox"/> Open consultation of the CWG-Internet	2016-10-11 - 2016-10-11	<input type="checkbox"/>	-----Select-----
<input checked="" type="checkbox"/> CWG on WSIS: Implementation of outcomes	2016-10-12 - 2016-10-13	<input type="checkbox"/>	-----Select-----
<input type="checkbox"/> Open consultation on WSIS Forum	2016-10-12 - 2016-10-12	<input type="checkbox"/>	-----Select-----
<input type="checkbox"/> CWG on International Internet-related Public Policy Issues (Member States only)	2016-10-13 - 2016-10-14	<input type="checkbox"/>	-----Select-----

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:

I am representing a different organization from the one displayed in my personal information.

Different representation:

I am representing a different organization from the one displayed in my personal information.

ITU status:

Country:

Organization:

ITU Delegate Registration

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.

Visa information:

1 If visa support is required to obtain a visa, please complete the information below. For further information on visa requirements, please refer to the event website at: www.itu.int

I request support in obtaining a visa.

Full name as it appears on passport: * Passport number:

Date of birth: Issuing country:

Place of birth: Date of issuance:

Expiry date:

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.

Visa information:

In case support is required to obtain a visa, please complete the information below. For further information on visa requirements, please refer to the event website at: www.itu.int

I request support in obtaining a visa.

Full name as it appears on pas **1** * Passport number:

Date of birth: Issuing country:

Place of birth: Date of issuance:

Expiry date:

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

ITU Delegate Registration

Passport number

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

Visa information:

In case support is required to obtain a visa, please complete the information below. For further information on visa requirements, please refer to the event website at: www.itu.int

I request support in obtaining a visa.

Full name as it appears on passport: x * Passport number: x **1**

Date of birth: Issuing country:

Place of birth: Date of issuance:

Expiry date:

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

ITU Delegate Registration

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.

Visa information:

In case support is required to obtain a visa, please complete the information below. For further information on visa requirements, please refer to the event website at: www.itu.int

I request support in obtaining a visa.

Full name as it appears on passport: * Passport number:

Date of birth: Issuing country:

Place of birth: Date of issuance:

Expiry date:

Note: Passport information must be mandatory for a fellowship and/or while requesting Visa support.

Arrival and departure information:

Date of arrival: Airline and flight No:

Date of departure: Airline and flight No:

August, 2016						
Su	Mo	Tu	We	Th	Fr	Sa
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

ITU Delegate Registration

Passport issuing country

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

* Passport number:

Issuing country: x **1**

Date of issuance:

Expiry date:

and/or while requesting Visa support.

Place of birth

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

Visa information:

In case support is required to obtain a visa, please complete the information below. For further information on visa requirements, please refer to the event website at: www.itu.int

I request support in obtaining a visa.

Full name as it appears on passport: <input type="text" value="TEST ITU"/>	* Passport number: <input type="text" value="TEST123"/>
Date of birth: <input type="text" value="1984/08/15"/>	Issuing country: <input type="text" value="TEST COUNTRY"/> x
Place of birth: 1 <input type="text" value="TEST PLACE"/> x	Date of issuance: <input type="text"/>
	Expiry date: <input type="text"/>

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

ITU Delegate Registration

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.

Visa information:

In case support is required to obtain a visa, please complete the information below. For further information on visa requirements, please refer to the event website at www.itu.int

I request support in obtaining a visa.

Full name as it appears on passport:	<input type="text" value="TEST ITU"/>	* Passport number:	<input type="text" value="TEST123"/>
Date of birth:	<input type="text" value="1984/08/15"/>	Issuing country:	<input type="text" value="TEST COUNTRY"/>
Place of birth:	<input type="text" value="TEST PLACE"/>	Date of issuance:	<input type="text" value="2000/08/15"/> x 1
		Expiry date:	<input type="text"/>

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

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.

Visa information: _____

In case support is required to obtain a visa, please complete the information below. For further information on visa requirements, please refer to the event website at: www.itu.int

I request support in obtaining a visa.

Full name as it appears on passport: * Passport number:

Date of birth: Issuing country:

Place of birth: Date of issuance:

Expiry date: **1**

Note: Passport information must be mandatorily provided while applying for a fellowship and/or while requesting

Arrival and departure information: _____

Date of arrival: Airline and flight No:

Date of departure: Airline and flight No:

Local address or hotel:

Privacy: _____

August, 2016						
Su	Mo	Tu	We	Th	Fr	Sa
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10
Today: August 15, 2016						

ITU Delegate Registration

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 **20 September, 2016** is selected. The date can also be modified manually by typing.

Expiry date: 2020/08/14

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

Arrival and departure information:

Date of arrival: x Airline and flight No:

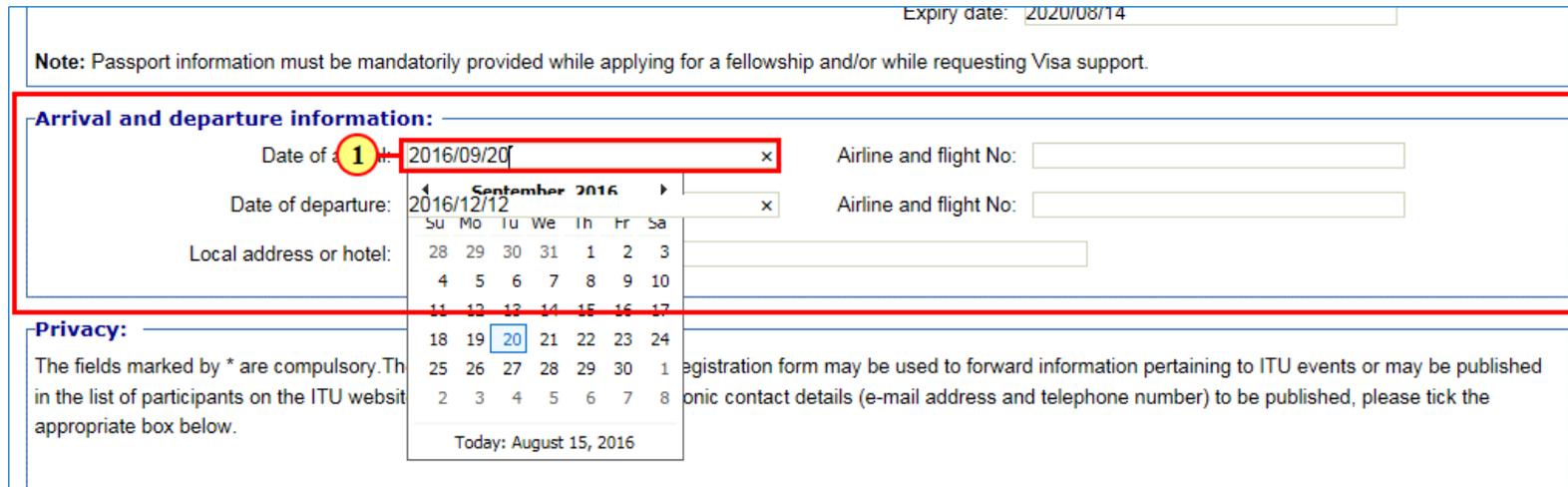
Date of departure: x Airline and flight No:

Local address or hotel:

Privacy:

The fields marked by * are compulsory. The 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 personal or telephonic contact details (e-mail address and telephone number) to be published, please tick the appropriate box below.

Today: August 15, 2016



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 and departure information:

Date of arrival: 2016/09/20 1

Date of departure: 2016/12/12 x

Local address or hotel:

Privacy:

The fields marked by * are compulsory. They will be published in the list of participants on the ITU website. Please select the appropriate box below.

I do not wish to receive information from ITU.

August, 2016

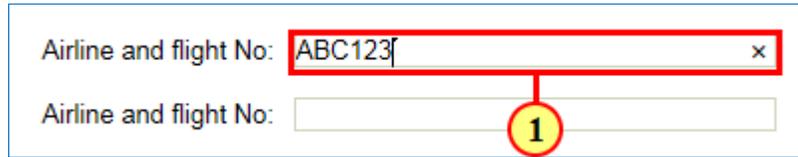
Su	Mo	Tu	We	Th	Fr	Sa
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

Today: August 15, 2016

ITU Delegate Registration

Arrival airline and flight No

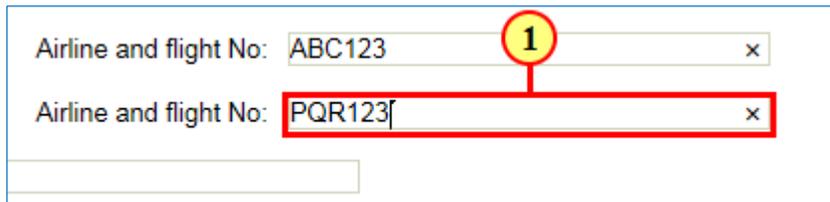
1. Enter your arrival flight details in the **Airline and flight No** field, such as here: <**ABC123**> is entered.



A screenshot of a registration form. The top input field, labeled "Airline and flight No:", contains the text "ABC123" and is highlighted with a red border. Below it, a second input field is empty and has a yellow circle with the number "1" pointing to it.

Departure airline and flight No

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



A screenshot of a registration form. The top input field, labeled "Airline and flight No:", contains the text "ABC123" and has a yellow circle with the number "1" pointing to it. The bottom input field, also labeled "Airline and flight No:", contains the text "PQR123" and is highlighted with a red border.

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Local address or hotel

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

Arrival and departure information:			
Date of arrival:	<input type="text" value="2016/09/20"/>	Airline and flight No:	<input type="text" value="ABC123"/>
Date of departure:	<input type="text" value="2016/12/12"/>	Airline and flight No:	<input type="text" value="PQR123"/>
Local address or hotel:	<input type="text" value="TEST HOTEL"/>		

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.

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.

ITU Delegate Registration

Submit registration

1. Once you have filled in all the required registration details, click on the

SUBMIT REGISTRATION

button to submit your registration for approval.

Different representation:

I am representing a different organization from the one displayed in my personal information.

Visa information:

In case support is required to obtain a visa, please complete the information below. For further information on visa requirements, please refer to the event website at www.itu.int

I request support in obtaining a visa.

Full name as it appears on passport:	<input type="text" value="TEST ITU"/>	* Passport number:	<input type="text" value="TEST123"/>
Date of birth:	<input type="text" value="1984/08/15"/>	Issuing country:	<input type="text" value="TEST COUNTRY"/>
Place of birth:	<input type="text" value="TEST PLACE"/>	Date of issuance:	<input type="text" value="2000/08/15"/>
		Expiry date:	<input type="text" value="2020/08/14"/>

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

Arrival and departure information:

Date of arrival:	<input type="text" value="2016/09/20"/>	Airline and flight No:	<input type="text" value="ABC123"/>
Date of departure:	<input type="text" value="2016/12/12"/>	Airline and flight No:	<input type="text" value="PQR123"/>
Local address or hotel:	<input type="text" value="TEST HOTEL"/>		

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.

1 **SUBMIT REGISTRATION**

ITU Delegate Registration

Registration submission confirmation

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

