

- **Refund policy**

- Participants may cancel their registration and request a refund at **least 14** days before the conference deadline, **August 01, 2026**.
- 50% refund for cancellations made **7–13** days before the conference deadline, **August 01, 2026**.
- No refund for cancellations made **less than 7** days before the conference deadline, **August 01, 2026**.
- All refunds will be processed, excluding any bank transfer or transaction fees.
- Refund requests must be submitted in writing to [mgs17@aun.edu.eg](mailto:mgs17@aun.edu.eg) and must include the participant's full name and registration details.
- All approved refunds will be subject to a 7% administrative processing fee, which will be deducted from the total paid amount.
- No refunds will be issued once the workshop has started.
- In the conference that the organizers cancel, all fees (including transaction fees) will be fully refunded.

- **How to Request a Refund**

- To request a refund, please contact us at: [mgs17@aun.edu.eg](mailto:mgs17@aun.edu.eg)
- Include:
  1. Full name
  2. Payment method
  3. Proof of payment
  4. Reason for cancellation

### **Payment methods**

1. Vodafone cash (for local participants)
2. PayPal (preferred method for easy and fast refund)

### **Notes:**

- Fees, excluding transcription, should be transferred
- IPGG reserves the right to modify this policy when necessary. Any changes will be communicated in advance