**Conference Registration Form**

***Perspectives of foreign language teaching for Professional communication in tertiary education,***

*which will be held on*

**28th March 2025 in Bratislava**

Venue:

**Hotel Tatra Bratislava**

**Námestie 1. mája 5**

**811 06 Bratislava**

Send the completed registration form with the abstract (max. 250 words) to the following e-mail address by 30th November 2024: [conference@sjf.stuba.sk](mailto:conference@sjf.stuba.sk)

|  |  |
| --- | --- |
| **Author’s first name and surname, degree (First Author, Second Author, Third Author, etc.)** |  |
| **Phone number** |  |
| **E-mail** |  |
| **Invoice information** | |
| **Address of the institution** |  |
| **Institution ID number** |  |
| **Tax ID** |  |
| **VAT identification number** |  |
| **Conference presenters (insert a cross mark X to indicate your preferred option)** | |
| **Onsite presenters and paper publication** |  |
| **Onsite presenters and paper publication – PhD student** |  |
| **Paper publication (no onsite presenters)** |  |

**Conference registration fees**

|  |  |
| --- | --- |
| Onsite presenters and paper publication | **80 EUR** |
| Onsite presenters and paper publication – PhD student | **70 EUR** |
| Paper publication (no onsite presenters): | **70 EUR** |
| After the registration fee deadline: | **85 EUR** |

**The conference fee covers:** coffee and tea breaks, organizational and technical conference arrangement, conference materials, lunch on 28th March 2025, preparation of the conference proceedings for publication. The conference fee does not include accommodation.

**It is necessary to pay the conference registration fee only on the basis of the advanced payment invoice from the organiser, not on the basis of the registration form. The advanced payment invoice will be issued and sent upon the receipt of the binding Conference Registration Form. Upon the receipt of the conference fee payment on the basis of the advance invoice, the organizer will issue and send a tax document for the payment received.**

**In the case of:**

**- Withdrawal of participation**

**- Failure to attend the conference**

**- Failure to submit a paper for publication without attending in person**

**the paid conference fee will not be refunded.**

**Key dates**

|  |  |
| --- | --- |
| Registration and abstract submission: | **by 30th November 2024** |
| Full paper submission: | **by 15th February 2025** |
| Conference fee payment due date: | **by 15th January 2025** |

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| **The title of your research paper** | |
|  | |
| **The *English* title of your research paper** | |
|  | |
| **Your research paper submission for publication will be in (insert a cross mark X):** | |
| English | German |
| Slovak | Czech |

|  |
| --- |
| **The official languages of the conference:** |
| English, Slovak, Czech |

**SUBMISSION INFORMATION**

|  |  |
| --- | --- |
| The language of the proceedings: | English, German, Slovak, Czech |
| The length of an abstract | max. 250 words |
| Keywords | 3 - 5 |
| The length of a research paper | 7 – 12 standard pages including an abstract and the list of references |
| Document formatting | All sumbissions must be sent in MS Word document. |
| Page numbering | **Without** page numbering |
| Template | ***Download template***: |
| The Conference Registration Form | Send the completed registration form with the abstract (max. 250 words) to the following e-mail address by 30th November 2024: [conference@sjf.stuba.sk](mailto:conference@sjf.stuba.sk) |

***CONFERENCE WEBSITE:***

https://www.sjf.stuba.sk/sk/oddelenia/oddelenie-odbornej-strojarskej-komunikacie/aktuality.html?page\_id=6245

**E-mail:** [conference@sjf.stuba.sk](mailto:conference@sjf.stuba.sk)

***We look forward to meeting you and welcoming you to the conference.***