



# CONFERENCE REGISTRATION FORM

Society for Advanced Academic Research and Development (SAARD)

DATE of Event (DD/MM/YY): \_\_\_/\_\_\_/\_\_\_

PLACE OF EVENT \_\_\_\_\_

NAME OF EVENT \_\_\_\_\_

REGD. ID/PAPER ID.			
PAPER TITLE (NOT APPLICABLE FOR LISTNER REGISTRATION)			
NAME			
Highest Qualification		Age	
Affiliation/Designation			
Nationality		Passport Number	
Mailing Address or Postal Address (with country and PIN Code)			
Mobile Number (With Country code) Or Whatapp Number			
Email ID			
Co Author Details	1. _____ 2. _____ 3. _____		

### Instructions:

- All fields must be filled in **English with CAPITAL letters** only.
- All fields are **MANDATORY** to be filled

**Paste your photo here  
(Mandatory)**

*(Photo must match your passport or Govt. Issued ID card)*

### ADDITIONAL INFORMATION (Mandatory to fill all)

- Will you be present physically at the event \_\_\_\_\_ (Y/N).
- No. of persons attending the event with you? (Including your Co-authors) \_\_\_\_\_.
- Will your Guide/HOD/Principal be attending the Event? \_\_\_\_\_ (Y/N).
- Total years of experience (if any, in the field of Academics or Industry) \_\_\_\_\_.
- Tell us how you came to know about this conference or event \_\_\_\_\_.
- Are you informed about all rules and regulations of ARSSS for attending the conference and publishing the paper \_\_\_\_\_ (Y/N).
- This paper was guided by (Guide's Information).**

Name \_\_\_\_\_

Affiliation \_\_\_\_\_

Email \_\_\_\_\_

Contact Number \_\_\_\_\_

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Today's Date: \_\_\_DD/\_\_\_MM/\_\_\_YYYY.

### Declaration & Undertaking

- I and my co-authors have not published this paper anywhere before and I am transferring the Copyright of my paper to SAARD to print in the Conference Proceeding and Journals decided by SAARD Management.
- I will not cause or be involved in any sort of violence or disturbance, within or outside of the Conference/Event Venue and during my travel to the venue in any Country during my Visa Period.
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- In case of cancellation or re-scheduled of this event to other place or date at any time, SAARD will be not responsible for any kind of financial loss due to ticket cancellation or any other bookings done by me or my co-authors.
- I do hereby declare that all the information given by me is true and if at any moment it is found to be wrong, my registration for the event will be cancelled by SAARD and necessary action will be taken against me.
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- The refund will be done if decided by SAARD management will be done as the same mode as I paid and will take 7 to 60 days from the day of refund process starts.
- I clearly understood the procedure for publication, registration and attending the seminar. I have read all the rules and regulations at [http://saard.org/rules\\_regulations.php](http://saard.org/rules_regulations.php) and above Declaration & Undertaking and I agree.

### SIGNATURES

Author \_\_\_\_\_ Co-author (1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_

*(Author's Signature is mandatory only)*

*Note: Send a Scanned copy of this filled up form to our official mail ID only*

Remarks if any \_\_\_\_\_

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## Terms and Conditions

### A - For paper Submission and Publication in SAARD International/National Conferences:

- A1- All Paper should be the original one and it should not be published in any manner before and after the conference.
- A2- All Authors and Co-authors must inform their respective Dept. Head/Principal/Guide about the paper submission of papers in to SAARD International Conferences.
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- A4- The Organizing Committee may not accept the papers submitted after the last date of registration.
- A5- SAARD accepts each paper for conference after doing the review by three SAARD Reviewers.
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- A7- SAARD can't add, modify or delete any author's or co-author's name inside the paper after the registration of the paper without the permission of all authors and co-authors present inside the paper.
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- A9- SAARD is not responsible for identifying the Original author or co-author of the paper. The person who submits the paper will be taken as the original author of the paper.
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- A12- SAARD is not responsible for obtaining any kind of Visa. SAARD may not contact the embassy of any country on the behalf of the participants. Obtaining the Visa to attain any SAARD conference/Meeting at any country is the sole responsibility of the participants only.
- A13- SAARD can cancel the Conference registration and refund the money if the visa application gets canceled of any registered participants only before the last date of Registration.
- A14- SAARD never takes the guaranty of any participants while he/she is on any kind of Visa to any country.

### B - Attending SAARD International/National Conferences:

- B1- All participants must register before coming to the conference by paying the specified the amount mentioned at the registration menu of the Official Conference Website or a written letter from the Organizing Secretary.
- B2- All participants must follow the official Conference page only regularly for getting the latest information about the event.
- B3- The Organizer may change the venue and date at any time before the conference. If the organizing Committee decides to change the venue and Date of Event, all registered participants (Only) will get the information via mail and Phone.
- B4- The participants should not involve any kind of violence inside and outside of the venue at any time before and after the event.
- B5- The participants must bring their original ID card while attending the Conference otherwise you can't attend the conference.
- B6- Due to a shortage of Conference KIT SAARD may not give you the participant KIT at the time of Conference, in such cases SAARD will provide you the Conference KIT via Speed Post after the Conference.
- B7- Any participant reaching after the reporting time at the venue will not be considered for the presentation at the conference and not allowed to participate in the conference.
- B8- Any Activists are not allowed to register and attain the conference.
- B9- SAARD has all rights reserved to publish the conference images at any platform at any time.
- B10- SAARD will be not responsible for any refund of the ticket or any kind of money loss to the participants if the conference gets cancel or re-scheduled to other place or date. However, the registration amount will be refunded.

### C - Publication in International/National Journals:

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- C2- Publication in Scopus Indexed/SCI Indexed or any associated Journal: SAARD can submit the paper to any non-SAARD International Journals indexed in Scopus or SCI on the written request by the author. In such a case, the author will have to bear the entire publication cost (according to the particular journal). It may take 3 to 12 months for the review and publication process.
- C3- Payment made for the purpose of attending the SAARD conferences will not be refunded if the registered paper is not selected for any Scopus or SCI Indexed journal or if the author doesn't want to publish in any SAARD associated International Journal after the conference.
- C4- SAARD may accept the paper from its conferences or it's associated conference for publishing in the SAARD associated International Journal after extending the paper at least 20%, from the authors.
- C5- SAARD takes minimum of 25 to 60 days to complete the Round-2 review process for the SAARD associated International Journals after the conference.
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- C7- Authors need to pay the Journal hard copy charges while getting the Journal hard copy.
- C8- The Editorial board has all the rights to reject any paper to publish in International Journal after the 2nd round of Review (After Conference/seminar). If the paper gets rejected then no registration fee will be refunded paid for conference registration fees.

### D - Plagiarism policy

- The plagiarism policy ensures authors give due credit to other authors while referencing and it protects the academic integrity of the research community.
- D1. All research papers submitted for publication are checked with plagiarism detection software to verify its originality and find similarity percent of a research paper. And the papers failing to satisfy the mentioned criteria are sent back to the author for modification.
  - D2. If plagiarism is detected in research paper just before publication, the author will be given a chance to resubmit the paper after necessary modification as suggested by the editor. However, if the editor decides plagiarism is a major issue in the research paper, it will not be considered further for publication.
  - D3. If plagiarism/fake identity is suspected or detected in research paper after its publication, the research paper will be removed from website till completion of verification. In case few paragraphs are plagiarized the author will be given a chance to modify the published paper and the research paper will be restored in website after the editor's approval.
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Signature (Author): \_\_\_\_\_ Date: \_\_\_\_\_

Remarks: \_\_\_\_\_