

How To Purchase Additional Sessions

For only onsite registration
and on individual basis!



How To Purchase Additional Sessions

1. [Login into your MyEAN account](#)
2. [Click on EAN EVENTS](#)
3. [Go to MY REGISTRATIONS](#)
4. [Click on Event Name: Congress Budapest 2023](#)
5. [Click on the “upgrade” button](#)
6. [Here you may choose your additional sessions.](#)

Please note: If sessions are fully booked (max 60 PAX/Session), or if sessions are mutually exclusive, they cannot be selected.

7. [Apply your discount code if available and accept terms and conditions to finish your registration](#)
8. [Choose your preferred payment method](#)
9. [Enter the desired billing address – you can either use your main contact information or use an alternative address \(e.g., if your institution is funding your registration\). If applicable, provide your VAT number.](#)
10. [You will receive your order confirmation soon after completion.](#)
11. [The invoice will be sent out upon receipt of payment.](#)

1. Visit www.ean.org and login into your MyEAN account



2. Click on EAN EVENTS



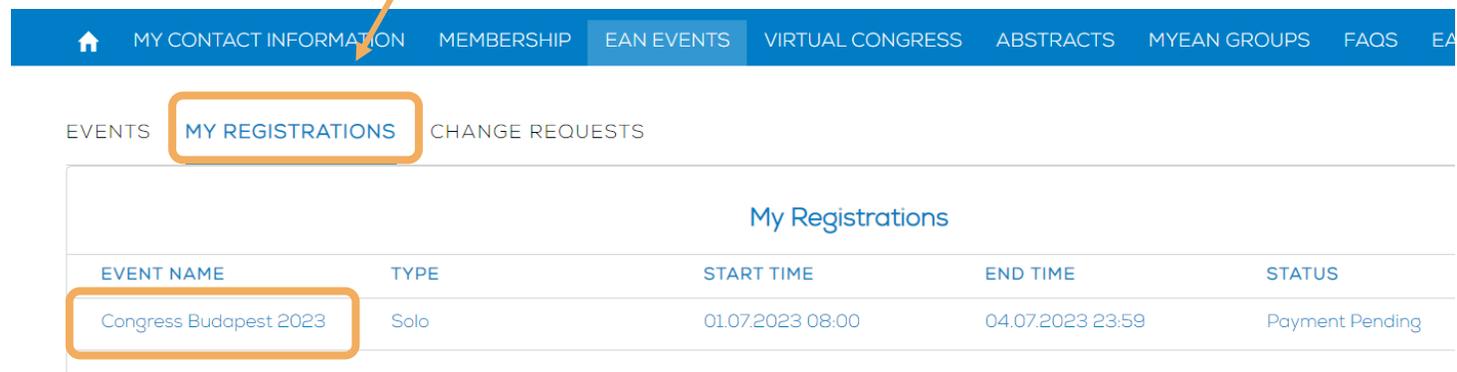
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3. Go to MY REGISTRATIONS



EVENTS **MY REGISTRATIONS** CHANGE REQUESTS

My Registrations

EVENT NAME	TYPE	START TIME	END TIME	STATUS
Congress Budapest 2023	Solo	01.07.2023 08:00	04.07.2023 23:59	Payment Pending

4. Click on Event Name: Congress Budapest 2023

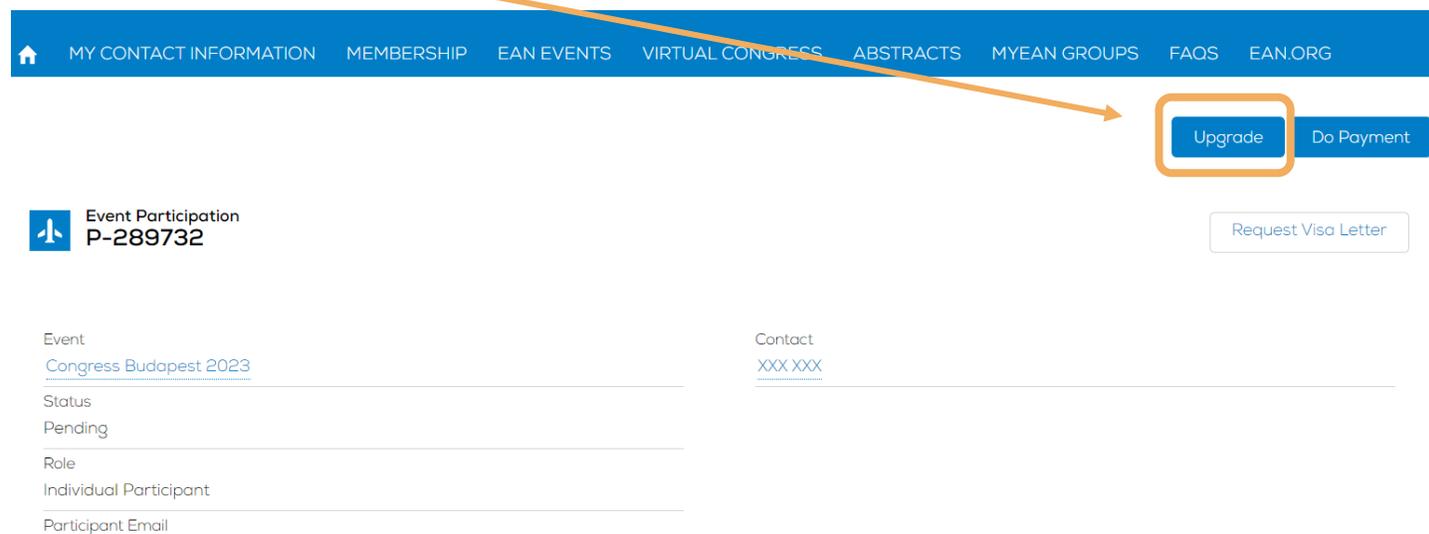
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5. Click on the “upgrade” button



The screenshot shows the MyEAN account page for 'Event Participation P-289732'. The navigation bar at the top includes links for MY CONTACT INFORMATION, MEMBERSHIP, EAN EVENTS, VIRTUAL CONGRESS, ABSTRACTS, MYEAN GROUPS, FAOS, and EAN.ORG. The 'Upgrade' button is highlighted with an orange box and an arrow pointing to it from the text above. Other buttons include 'Do Payment' and 'Request Visa Letter'. The event details are as follows:

Event	Contact
Congress Budapest 2023	XXX XXX
Status	
Pending	
Role	
Individual Participant	
Participant Email	

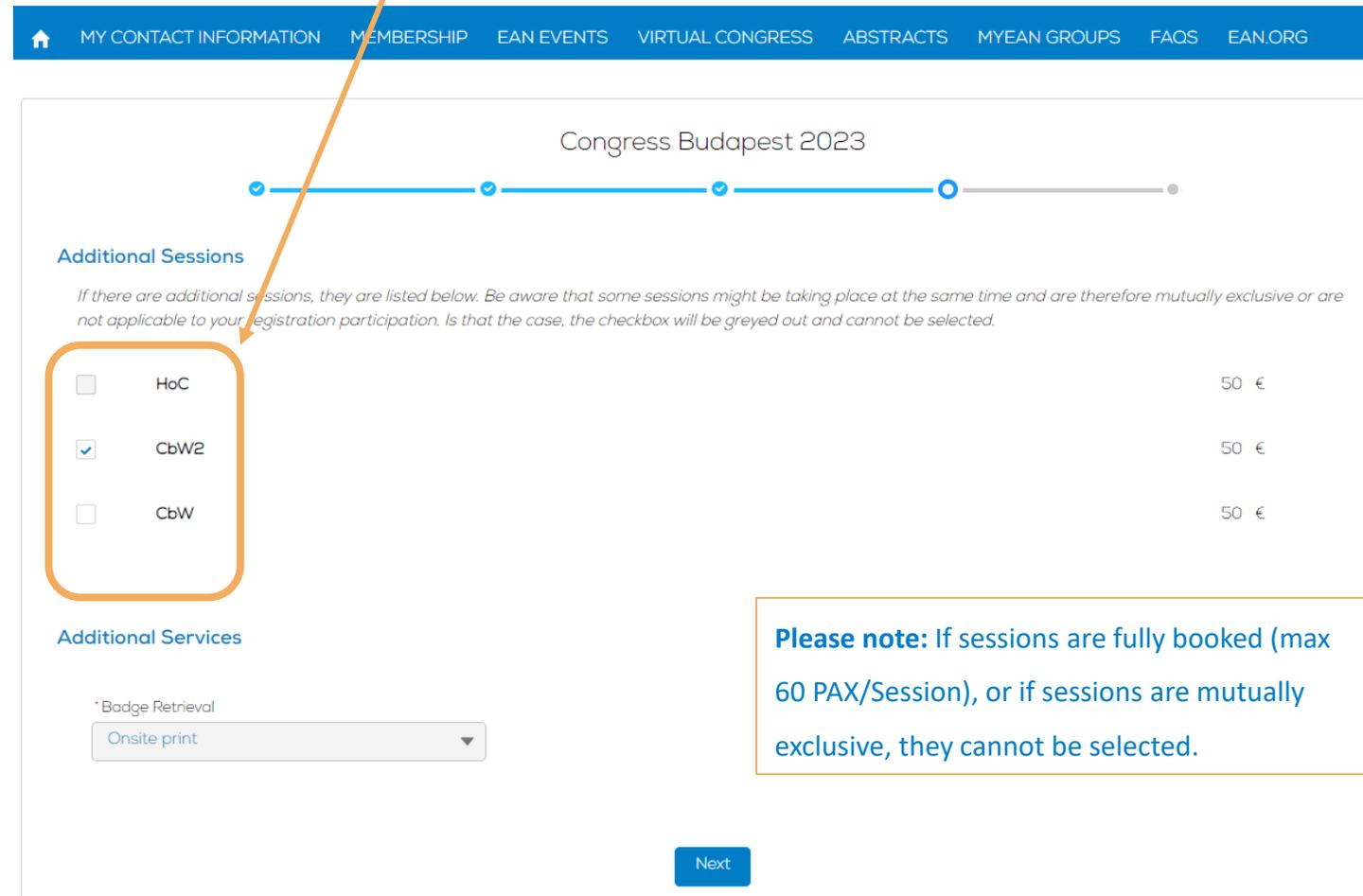
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MY CONTACT INFORMATION MEMBERSHIP EAN EVENTS VIRTUAL CONGRESS ABSTRACTS MYEAN GROUPS FAQs EAN.ORG

Congress Budapest 2023

Additional Sessions

If there are additional sessions, they are listed below. Be aware that some sessions might be taking place at the same time and are therefore mutually exclusive or are not applicable to your registration participation. In that case, the checkbox will be greyed out and cannot be selected.

<input type="checkbox"/>	HoC	50 €
<input checked="" type="checkbox"/>	CbW2	50 €
<input type="checkbox"/>	CbW	50 €

Additional Services

* Badge Retrieval

Onsite print

Next

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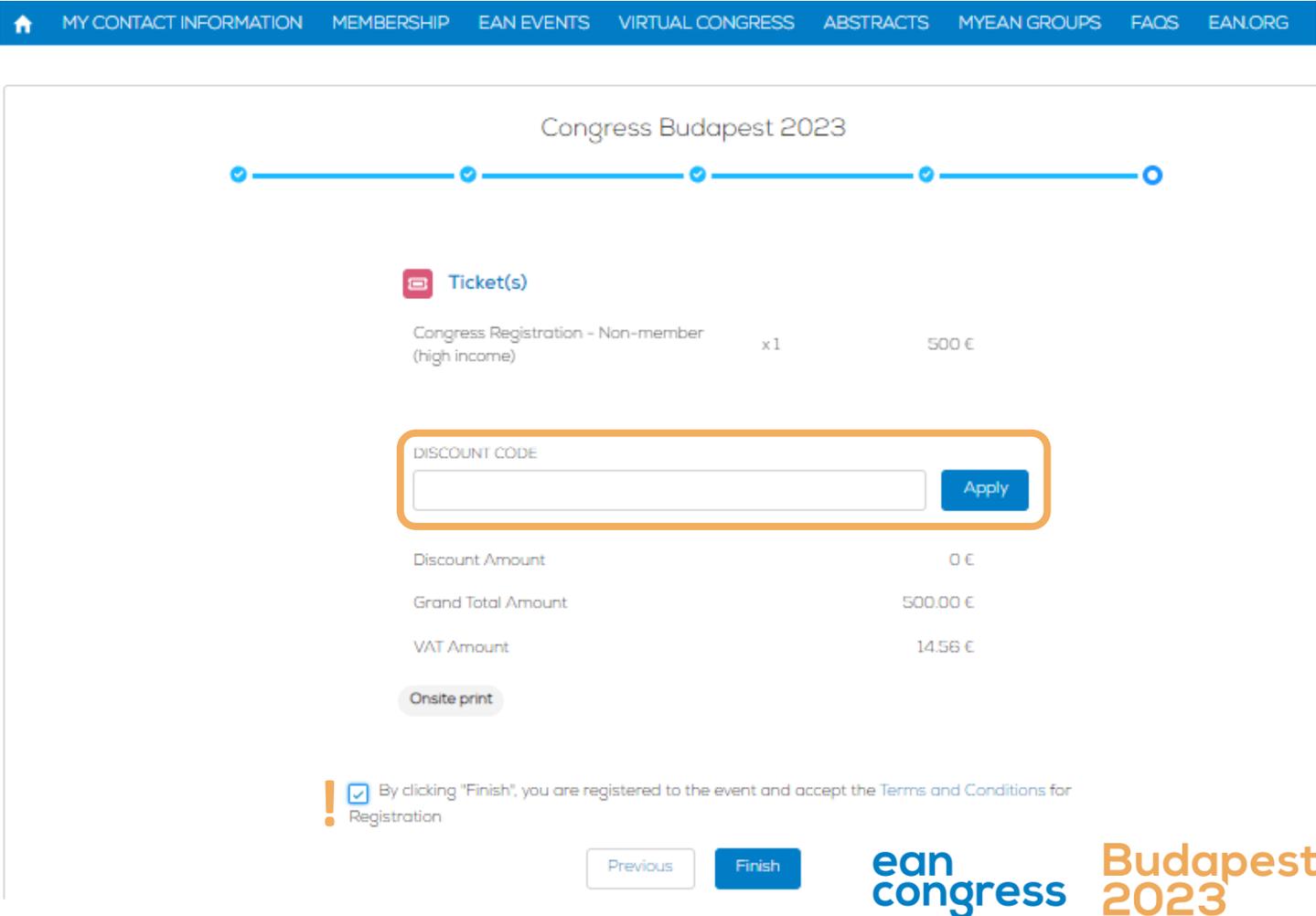
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7. Apply your discount code if available and accept terms and conditions to finish your registration



Home MY CONTACT INFORMATION MEMBERSHIP EAN EVENTS VIRTUAL CONGRESS ABSTRACTS MYEAN GROUPS FAQs EAN.ORG

Congress Budapest 2023

Ticket(s)

Congress Registration - Non-member (high income)	x 1	500 €
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DISCOUNT CODE

Apply

Discount Amount	0 €
Grand Total Amount	500.00 €
VAT Amount	14.56 €

Onsite print

By clicking "Finish", you are registered to the event and accept the Terms and Conditions for Registration

Previous Finish

ean congress Budapest 2023

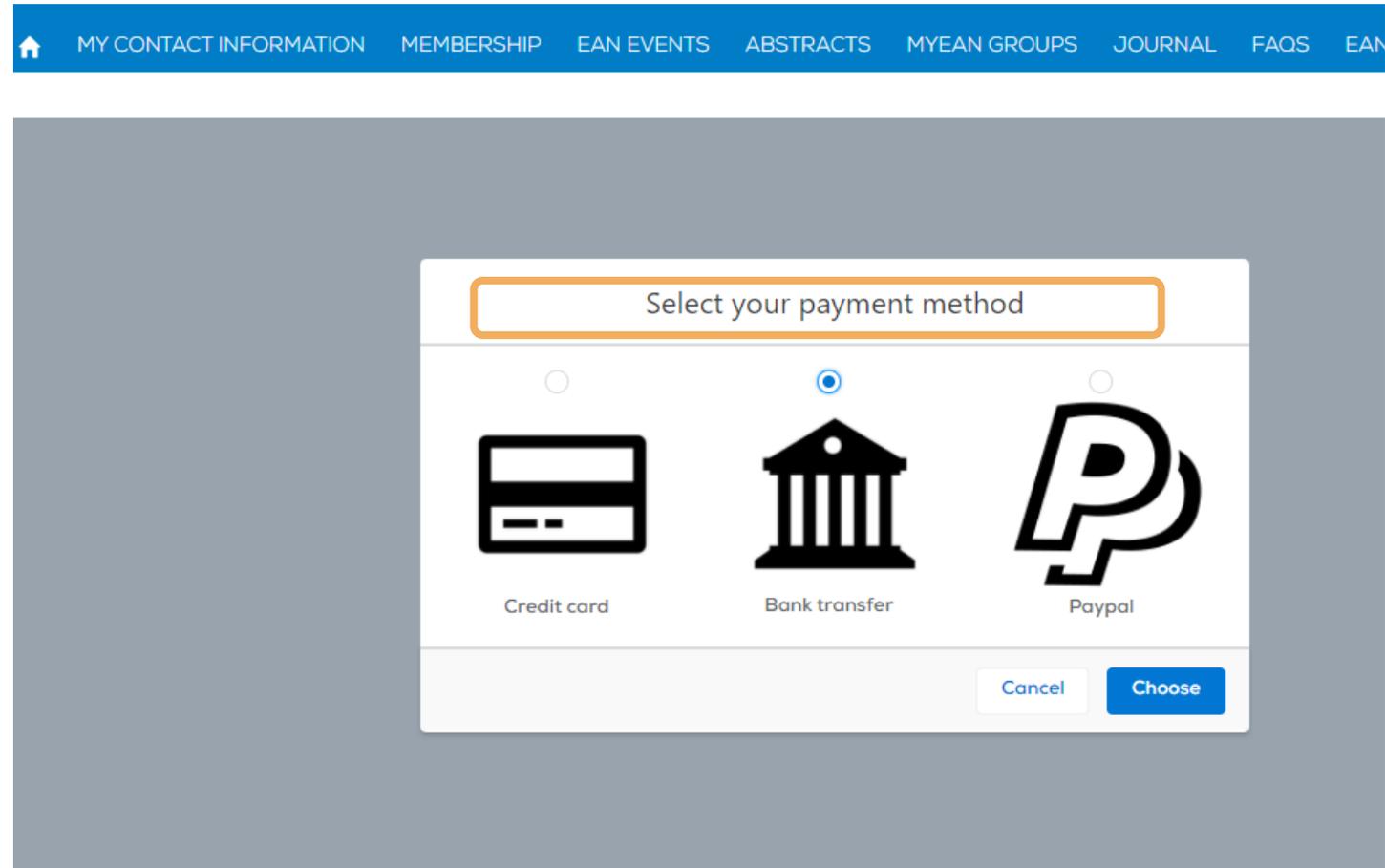
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8. Choose your preferred payment method



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9. Enter the desired billing address – you can either use your main contact information or use an alternative address (e.g., if your institution is funding your registration). If applicable, provide your VAT number.

Enter your address information

<p>Main Contact Address</p> <p>Ms. XXX XXX Department Hospital xxx 1234 xxx Austria</p> <p style="text-align: right;">Use as billing address</p>	<p>Billing Address</p> <table border="1"> <tr> <td>Title</td> <td>First Name</td> <td>Last Name</td> </tr> <tr> <td>Ms.</td> <td>XXX</td> <td>XXX</td> </tr> </table> <p>Department</p> <p>Department</p> <p>Hospital/Company</p> <p>Hospital</p> <p>* Billing Street</p> <p>xxx</p> <p>* Billing City</p> <p>xxx</p> <p>* Billing Zip/Postal Code</p> <p>1234</p> <p>* Billing Country</p> <p>Austria</p> <p>VAT Number</p>	Title	First Name	Last Name	Ms.	XXX	XXX
Title	First Name	Last Name					
Ms.	XXX	XXX					

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Thank you for your EAN congress registration.

Your registration was received, and your order confirmation number is: "O-R-013518"

To finalise your registration, please transfer the outstanding amount of 883.00€ to the following account by 25.10.2022:

Account holder:	European Academy of Neurology
Bank:	Oberoesterreichische Landesbank Aktiengesellschaft
IBAN:	AT83 5400 0002 1400 7650
BIC/SWIFT:	OBLAAT2L
Reference:	Order confirmation nr. "O-R-013518".

Please indicate your order confirmation number and your name XXX XXX on the bank transfer documents for identification purposes.

Please note that you are responsible for any bank charges that may incur. If the amount transferred to the account does not correspond to the amount stated on the order confirmation form, your registration will be regarded as incomplete.

If you do have any queries, do not hesitate to contact us.

[Download as PDF](#)

11. The invoice will be sent out once your payment has been received.