



先進陶瓷國際研討會

International Conference on High-Performance Ceramics

Kunming, China ♦ May 25 ~ 29, 2019

Final Circular for CICC-11

(The Registration Form and the Hotel Reservation Form can be downloaded at <http://www.ccs-cicc.com>)

This document provides some useful information about the Eleventh International Conference on High-Performance Ceramics (CICC-11). You may also find more details at the conference website <http://www.ccs-cicc.com>. Before the end of the coming April, each registered participant will be informed some more detailed information useful for the preparation for attending the Conference.

1. REGISTRATION

All the participants, included invited speakers, the presenting authors of all oral and poster presentations, and accompanying persons, are required to register to the conference, including submitting a registration form and paying the registration fess.

1.1 Registration Forms

If you plan to attend CICC-11, please complete the Registration Form and return it to the Conference via e-mail (ccs-cicc@vip.163.com) before February 1, 2019.

1.2 Registration Fees

The fees for participating in the Conference and Social Events are as follows:

	Regular Participant	Invited speakers	Student	Accompanying Person
Before Mar. 1	USD 700	USD 600	USD 400	USD 200
From Mar. 2 to Apr. 10	USD 800	USD 700	USD 500	USD 200
On-site	RMB 6000	RMB 5000	RMB 3500	RMB 1500

Remarks:

1. The registration fees listed above include: administrative costs; all programme materials (not for accompanying person); admittance to all conference sessions; lunches on conference days (May 26, 27, 28 and 29) and Closing Banquet (evening of May 29).
2. The "Accompanying Person" registration is applicable only for the spouse of the participants.

1.3 Method of Payment

Advanced Payment: We strongly suggest that the participants make the payment of the registration fees in advance (*before April 10*). Such a payment should be made in US dollars (USD) only and free of banking charges by remitting the money to the bank account of the Conference given below.

Account Name:	Hunan Leze International Exhibition Co., Ltd.
Account No.:	7319 0722 1310 801
Bank:	China Merchants Bank, Changsha Branch
Address:	6/F, Zhongtian Plaza, No. 766, Wuyi Road, Changsha, Hunan, P.R. China
Swift Code:	CMBCCNBS341
Message:	CICC-10

After making the payment, please drop an e-mail to ccs-cicc@vip.163.com to inform us. It would be highly grateful if you could send us a copy of the bank's receipt for remittance to avoid the possible trouble. If you need an invoice, please also give a remark in the e-mail and we will prepare and send it electrically to you when we receive the registration fees.

Please note that, if the remittance credited into the conference account is less than the registration fees you should pay, we will inform you and you will be kindly asked to pay the difference at the Registration Desk.

On-site Payment: Payment may also be made at the Conference Registration Desk on May 25, 2019. On-site payment should be made in Chinese RMB in the form of cash or credit cards. Major credit cards are acceptable.

1.4 Registration Changes

If you need to make changes to your existing registration or you are replacing a person already registered, please contact the Conference Secretariat before April 1, 2019.

Cancellation of an existing registration should be submitted in writing (email) to ccs-cicc@vip.163.com. If the cancellation is required before April 1, 2019, refund of the pre-paid registration fee will be made and a cancellation charge of 30% will be reduced from the fees. The refund will be issued within four to six weeks following the completion of the Conference. However, no refund will be made for cancellation requests received later than April 1.

2. CONFERENCE LOCATION AND HOTEL RESERVATION

Kunming Yun'an Huidu Hotel will be the headquarters of all the conference activities.

From Kunming Changshui International Airport to the Hotel, you may take a taxi. If the taxi driver cannot speak English, please show him/her the following sentence written in Chinese:

请送我到西山区石安公路马街路口
云安会都酒店

The *Yun'an Huidu Hotel* is located in the beautiful West Mountain Scenic Area. The property is divided into nine areas populated with distinctly-designed villas including the Guibinlou, Huaqingchi, Qinghuachi, Shuijinggong, et al. (see below the map of the Hotel) All rooms are well-appointed and feature elegant, comfortable furnishings.



If you want to reserve a room in Yun'an Huidu Hotel for your stay during CICC-11, please read the following information and then fill in and send the Hotel Reservation Form to ccs-cicc@vip.163.com **before March 1, 2019**. We will confirm your reservation immediately upon receiving the reservation form.

The Yun'an Huidu Hotel provides the following discounted prices for the participants:

Room Category	Discounted price (RMB)
Guibinlou	500
Qinglianchi	480
Qinghuachi	460

Prices are quoted for one night in room and include buffet breakfast. Please note that all prices quoted above exclude taxes and fees. Prices valid only for reservation made before March 1, 2019. Reservations will be held until 6:00 p.m. unless prior arrangements are made for late check-in.

3. PRELIMINARY SCHEDULE

The preliminary schedule given below may be helpful for you to schedule your travel.

May 25	Registration (09:30 ~ 21:30)
May 26	Opening of the Conference (09:00 ~ 09:30) Plenary Lectures (09:30 ~ 12:10) Lunch (12:10 ~ 13:10) Oral and Poster Presentations (13:50 ~ 18:00)
May 27	Oral and Poster Presentations (08:00 ~ 12:00) Lunch (12:00 ~ 13:00) Oral and Poster Presentations (13:50 ~ 18:00)
May 28	Oral and Poster Presentations (08:00 ~ 12:00) Lunch (12:00 ~ 13:00) Oral and Poster Presentations (13:50 ~ 18:00)
May 29	Oral and Poster Presentations (08:00 ~ 12:00) Lunch (12:00 ~ 13:00) Oral and Poster Presentations (13:50 ~ 17:00) Closing Banquet (18:30 ~ 20:30)

4. INSTRUCTION TO PRESENTATIONS

Scientific program will be fixed and sent to each participant via e-mail at the end of the coming April. Please prepare your presentation according to the following guidelines.

4.1 Oral presentation

Time allocated for oral presentation is

- Keynote: 30 min (25 min for presentation, 4 min for discussion and 1 min interval)
- Invited talk: 25 min (20 min for presentation, 4 min for discussion and 1 min interval)
- Contributed oral presentation: 20 min (15 min for presentation, 4 min for discussion and 1 min interval)

Oral presentation rooms will be equipped with a notebook computer (running WINDOWS XP Professional operating system with Office XP Professional, Acrobat Reader and Windows Media Player installed) and an LCD video projector.

The presenters will be asked to upload their presentation files at the registration desk.

4.2 Poster presentation

The maximum permitted dimensions for a poster display are 100 (width) × 200 (height) cm.

Each Presenter will be provided with a poster board to mount his/her poster. The poster presentation code will be indicated on the board. Velcro adhesive will be provided to mount the posters on the boards.

In preparing the poster, please keep in mind that the title of your poster presentation and your name should be made in very large type so that viewers can easily see the subject matter of the poster and its author from a distance.

5. LETTER OF INVITATION

If you require an invitation letter for visa applications, please read the information given at <http://www.ccs-cicc.com/CICC-11/English/Visa.html> and then contact us as early as possible.

We may provide two kinds of invitation letters. The first kind of invitation letter (*Private Invitation Letter*) is signed by the Conference Organizing Committee. Such an invitation letter is enough for applying for a visa in Chinese Embassy in many countries. The second kind of invitation letter (*Official Invitation Letter*) is signed by the Government with a red stamp. In some countries, this kind of invitation letter is necessary for applying for visa in Chinese Embassy.

The Private Invitation Letter will be prepared and e-mailed to the applicant within about one week, but later than March 1, when we received the Visa Application Form. The Official Invitation Letter will be prepared e-mailed to the applicant at the end of the coming April.

Very Important: If an official invitation letter is needed, you should submit the Visa Application Form, together with the scanning copy of your passport, before April 1.

In any case, a letter of invitation issued by the Conference does not imply any financial obligation on the part of the Conference organizers.

6. CONFERENCE SECRETARIAT

Correspondence concerning CICC-11 may be addressed to:

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