



ASSESSMENT EVOLUTION CONFERENCE 2019 CONFERENCE TERMS AND CONDITIONS

1. Registration

- 1.1. To be eligible to register for a Conference, an applicant for registration must be an educator with a current teacher's or home school registration.
- 1.2. Applicants must register via the [Conference Registration Page](#) on Eventbrite. By registering, a participant agrees to these terms and conditions.
- 1.3. The closing dates for registrations are disclosed on the [Conference Registration Page](#). Places are limited and may be filled before the relevant closing date.
- 1.4. UNSW Global reserves the right to deny an application for registration or terminate the registration of any person who demonstrates behaviour that UNSW Global deems to be inappropriate and/or a risk to others.
- 1.5. A registration may only be used by one person and sharing registrations is not permitted.

2. Payment

- 2.1. Conference Registration Fees vary by conference location and are published on the [Conference Registration Page](#). An Earlybird Discount will be applied to the Conference Registration Fee for registration applications that are processed prior to the Earlybird Deadline.
- 2.2. The Conference Registration Fee covers a participant's attendance at all conference sessions and some meals (as notified in the Conference program). Accommodation, travel, health and accident insurance, protection of personal possessions, travel, visa and other costs are not covered by the Conference Registration Fee and participants are responsible for such costs and obtaining appropriate insurance.
- 2.3. A registration will not be considered complete until UNSW Global receives full payment of the Conference Registration Fee and UNSW Global issues a registration confirmation to the participant.
- 2.4. Payment may be made by credit card via the [Conference Registration Page](#) on the Eventbrite platform. Any bank, currency conversion or other fees are the responsibility of the payer.

3. Refunds, substitutions and cancellations

- 3.1. Participants who have registered for the Conference but who are no longer able or willing to attend will not be entitled to a refund.

- 3.2. In the event that a participant is not able or willing to attend a conference for which they have registered, they may nominate a substitute participant at no additional charge by contacting UNSW Global in writing prior to commencement of the conference and providing details of the substitute participant.
- 3.3. If there are fewer than 80 registered participants for a particular Conference, UNSW Global has the right to cancel the event. In this instance UNSW Global will refund all Conference Registration Fees in full.
- 3.4. Refunds that UNSW Global is required to pay under these terms and conditions will be processed within eight (8) weeks of receiving the request.
- 3.5. UNSW Global may cancel the whole or part of a Conference in the event of an accident, an act caused by a third party, credible threats of natural disaster, war, curtailment or interruption of transportation facilities, threats or acts of terrorism or similar acts, governmental travel advisories, a governmental elevation of the terrorism alert level, civil disturbance, the issue of a travel warning by the World Health Organization or any other cause, comparable event or disaster beyond UNSW Global's reasonable control. UNSW Global will not be liable to refund participants in this instance and participants are encouraged to obtain appropriate insurance.

4. Conduct of Conference

- 4.1. UNSW Global reserves the right to change any aspect of the Conference program and any social functions, including by substituting speakers, presenters and conference sessions, at any time without notice to participants. If UNSW Global substitutes speakers or presenters, it will do so with substitutes that have skills and experience relevant to the Conference session in question.
- 4.2. Changes to the Conference program or any social events will not give any participant the right to a refund in respect of all or any part of the Conference Registration Fee.
- 4.3. Opinions expressed by Conference presenters do not necessarily reflect the opinions of UNSW Global.

5. Privacy

- 5.1. UNSW Global will collect, use and disclose such personal information from participants, and others who communicate with UNSW Global about a Conference, that is reasonably necessary to prepare for and deliver the Conference.
- 5.2. While attending a Conference, a participant may be photographed, recorded and/or filmed and a written record of conference proceedings may be taken. UNSW Global may use such information to develop its products and services and for marketing and promotional purposes (including publications on UNSW Global's website and social media sites). If a participant does not agree to use of their personal information in this way, they should contact UNSW Global using the contact details on the [Conference Registration Page](#).
- 5.3. UNSW Global collects and uses personal information in accordance with its [Privacy Policy](#).

- 5.4. By registering for a Conference, participants consent to the collection and use of their personal information as outlined above.

6. Liability

The maximum aggregate liability of UNSW Global to any Conference participant is limited to the Conference Registration Fee for that participant, except for any liability that cannot be excluded or limited in this way by law. In no circumstances will UNSW Global be liable for indirect, special or consequential loss.

7. Definitions

Conference means a conference organised by UNSW Global in the field of school assessments.

Conference Registration Fee means the registration fee for a Conference, as specified on the Conference Registration Page.

Conference Registration Page means the website that provides details of Conferences at <https://unswglobal.unsw.edu.au/educational-assessments/services/professional-learning/conferences/>

Earlybird Deadline means the date and time by which an application for a Conference registration must be processed in order for the participant to qualify for an Earlybird Discount (as disclosed on the relevant [Conference Registration Page](#)).

Earlybird Discount means the discount that UNSW Global will apply to the Conference Registration Fee if a participant's registration is processed by the Earlybird Deadline. The percentage discount and Earlybird Deadline are specified on the [Conference Registration Page](#).