

FAQ

Q: How do I register for the Meeting?

A: In order to register for the Meeting, please click [here](#).

Q: How can I pay the registration fees?

A: Payment of registration fees can be made by credit card or bank transfer.

Q: Can I receive an invoice under the sponsoring company/hospital's name?

A: Yes, during the registration process you will be able to fill the details of company/ hospital and receive an Invoice under their name.

Q: Can I register for the Meeting without paying?

A: Yes, you can choose bank transfer and pay later. However your registration will be confirmed only when full payment is received.

Q: Can I register before the early fee deadline and pay later?

A: To benefit from the early fee registration discount, payment must be received before the deadline.

Q: Can I register onsite?

A: Yes. Onsite registration is available during the Meeting days. Onsite fees will apply.

Q: What do my registration fees include?

A: For full detailed entitlements, please check the registration page [here](#).

Q: Will I receive a confirmation letter after I have finished registering?

A: Yes. A detailed confirmation letter and receipt will be sent to you by email as soon as payment is received, and registration is completed.

Q: Can I bring my child/my family with me at the Meeting?

A: All event activities (including educational sessions, meal functions, exhibit hall, etc.) are exclusively reserved for registered attendees. Non-registered persons (including family members, colleagues, etc.) will not be permitted in any of the event areas. Badges provided at registration are required for entrance into all functions and will be strictly enforced.

Q: How do I apply for a visa to visit Copenhagen?

A: Visa regulations depend on your nationality and country of origin. We suggest you contact your local Danish Consulate for full and official instructions on the specific visa regulations and application procedure that apply to you.

Q: Where can I get an invitation letter for the Meeting, so that I can apply for a visa?

A: Invitation letters for visa purposes are available only to registered participants. The option to issue an invitation letter is available within the registration process. At the end of the registration process you will be able to generate an invitation letter, and you will also receive a confirmation email with a link to the invitation letter.

Q: Is it possible to send an official invitation letter directly to my local Danish Consulate?

A: Unfortunately, we are unable to send invitation letters directly to consulates. Invitation letters are prepared solely for individuals and are mailed directly to them.

Q: How can I find out information about hotels and their rates?

A: Kenes International is offering ESPID 2024 participants specially reduced rates for various hotels in Copenhagen. Information, pictures, location and rates are available on the hotel [accommodation page](#).

Q: How can I book my room, and should I pay in advance?

A: To book a room, please [book online](#). Please note that full payment is required upon booking.

Q: Will I receive a hotel confirmation?

A: Yes. A detailed confirmation will be sent to you by email

as soon as the booking is confirmed, and the requested deposit is received.

Q: Can I book a hotel room without registering for the ESPID 2024 Annual Meeting?

A: Yes. You can book your room without registering by clicking on the “Booking” button of your chosen hotel available on the [website](#) via the hotel accommodation page. If you need further assistance, please email the Hotel Accommodation Department.

Q: How can I book rooms for a group?

A: For group booking (10 rooms and more) please follow the [link](#). Different payment and cancellation conditions apply.

Q: Where is the Meeting taking place?

A: The ESPID 2024 Annual Meeting will take place in Copenhagen, Denmark. For more information on the venue please visit the [Important Information page](#).

Q: How do I get from the Airport to the Meeting Venue?

A: For updated and detailed information on public transportation please visit the official [city airport website](#).

Q: Can you please send me details of public transport in Copenhagen? Do you have a map of the city or area surrounding the venue?

A: The [official website of the city of Copenhagen](#) includes up-to-date tourist information including public transport information and maps. Please visit the city’s website for more information.

Q: Is the Meeting CME accredited?

A: Once the scientific program has been finalised, an application for CME credits will be made to the European Accreditation Council for Continuing Medical Education (EACCME). The EACCME is an institution of the European Union of Medical Specialists (UEMS): www.uems.net. For further details on CME-CPD Accreditation and how to receive your CME/CPD Certificate, please visit the [CME-CPD Accreditation page](#).

Q: How can I claim my CME-CPD credits after the Meeting?

A: Your CME-CPD certificate will be delivered electronically after completing the educational evaluation and credit claiming procedure. The process will take 5-10 minutes. We thank you for your feedback as it is an important part of the CME-CPD accreditation process and helps improve future educational offerings.

Q: If I submit an abstract do I have to attend the Meeting?

A: All accepted abstracts will be scheduled in the Scientific Programme either as oral presentation, e-poster discussion or e-poster viewing. It is expected that at least one author of the abstract attends the Meeting to present the work and answer questions. Only abstracts of registered participants will be scheduled in the Scientific Programme.

Q: I have submitted an abstract, when will I know if it has been accepted?

A: Only after all abstracts have been reviewed by the Scientific Committee will notifications be sent to the abstract submitter. Every effort is made to conclude this process within one month after the abstract submission deadline or extended abstract submission deadline in case there is extension.

Q: How can I make changes to an abstract I have already submitted?

A: You may enter the Abstract Submission system with your username and password.

The submission form allows you to store your abstract as a DRAFT until the deadline. After the deadline if not submitted, drafts will be deleted.

Click on the SUBMIT button at the end of the process in order to submit your abstract. You can make changes to your submitted abstract by the deadline.

If you have already clicked on SUBMIT and you wish to edit

your abstract you will be required to click on the “re open” icon. Please make sure to SUBMIT after your edits to keep any changes that were made.

After the submission deadline abstracts cannot be modified or corrected.

Q: If my abstract is accepted, where will it be published?

A: Copies of your accepted and registered abstracts will be published on the Meeting website/online journal supplement/program.

Q: I am having trouble logging into the abstract submission system – my username/password is not working.

A: Please try one of the following options via the abstract submission page:

In case you are using “Internet Explorer”, please try another internet browser, e.g. “Google Chrome” or “Mozilla”.

When you copy and paste your username and password please make sure there is no extra space at the beginning or the end of them.

Please note that the username or ID received when registering for the Meeting is different to the abstract submission. Please use the abstract submission username or “create new account” option.

For any issues with your password please click on “Forgot my password” and you will be able to receive a new one.

Q: My abstract has been accepted but I do not have a copy. Are you able to send one to me?

A: Please enter your account to see the abstract you have submitted. This option is possible also after the submission deadline.

Q: I would like to delete my abstract. Can you please delete it for me?

A: You are able to delete your abstract until the abstract

submission deadline. After the deadline please email the Meeting secretariat.