Guide to use Corporate registration

Step 1: Log-in/Register using Corporate Account

If you forgot your corporate login details, do contact us at ISCA CPE at cpe@isca.org.sg or +65 6749 8060.

Step 2: Visit the event page:

https://eservices.isca.org.sg/CourseDetailClone?courseMasterId=a0g2t000001cQIzAAM&_ga

Step 3: Add event to Cart

Step 4: A prompt will appear regarding the enrolment for ISCA Conference Plus+. You may click "Yes" of "No" based on your preferences.
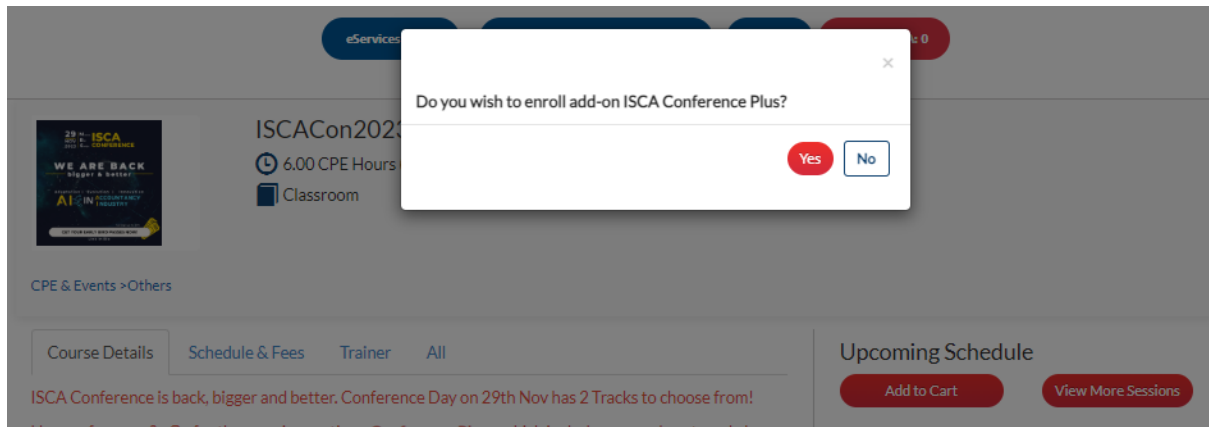
Step 5: Select your preferred track (Track 1 / Track 2) and add to cart.

To add participant(s), first input membership number or Email Address and click onto "Search Participant" button. To add more participant(s), repeat the same steps. If no record(s) are found, please click onto "Add New Participant" button.
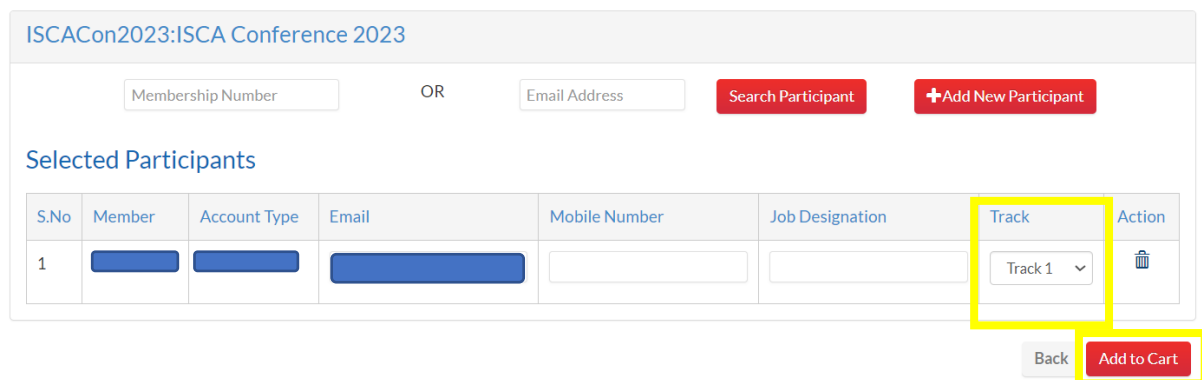
Step 6: To register for more ISCA Members/Users with an ISCA Account, enter either their ISCA Membership number or Email Address (used for ISCA Account) and click Search Participant. Repeat Step 5.

Add Participants

To add participant(s), first input membership number or Email Address and click onto "Search Participant" button. To add more participant(s), repeat the same steps. If no record(s) are found, please click onto "Add New Participant" button.

Step 7a: To register for more Non-ISCA Members, click on "+Add New Participant"

Add Participants

To add participant(s), first input membership number or Email Address and click onto "Search Participant" button. To add more participant(s), repeat the same steps.
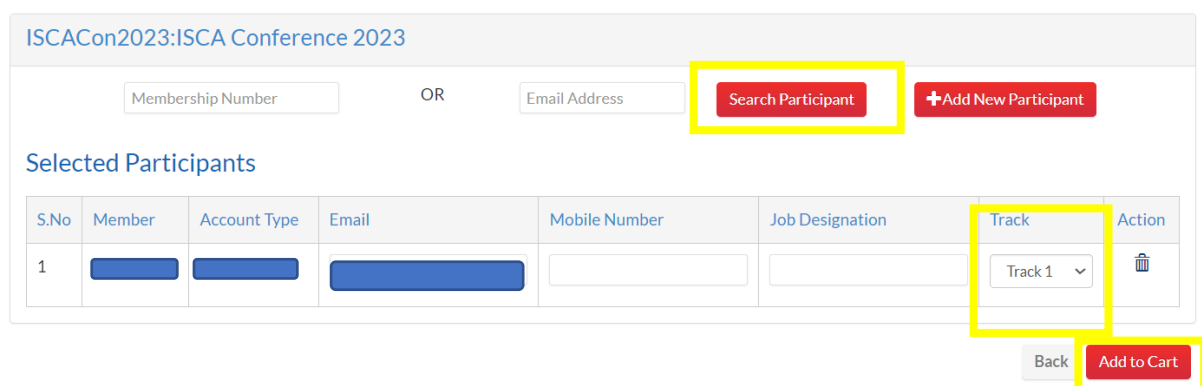If no record(s) are found, please click onto "Add New Participant" button.

ISCACon2023:ISCA Conference 2023

| Membership Number | OR | Email Address | Search Participant | +Add New Participant |

Selected Participants

S.No	Member	Account Type	Email	Mobile Number	Job Designation	Track	Action
1						Track 1	🗑

Back   Add to Cart

Step7b: Complete the details for Non-ISCA Members and click Save

Add Participants

To add participant(s), first input membership number or Email Address and click on
If no record(s) are found, please click onto "Add New Participant" button.

ISCACon2023:ISCA Conference 2023

| Membership Number | OR | Email Addr |

Selected Participants

S.No	Member	Account Type	Email	Mc		Action
1				9		🗑

Account   ✕

First Name* [   ]

Last Name*   [   ]

Email*   [   ]

Name As
Per Id*   [   ]

Telephone/Mobi
Country
Code*   [   ]

Telephone/Mobi [   ]

Gender*   [--Choose--   ▼]

Designation* [   ]

Save   Close

* Fields are mandatory   d to Cart

Step 8: Check that the amount is reflected accurately + click "Checkout"

Cart

No.	Description	Amount	Total	Remove
1	ISCACon2023: ISCA Conference 2023 29 Nov 2023	$580.00		🗑
2	ISCACon2023: ISCA Conference 2023 29 Nov 2023	$725.00		🗑
3	ISCACon2023: ISCA Conference 2023 29 Nov 2023	$725.00		🗑
	Promo Group Discount 10.00 %		($203.00)	

Enter Coupon/Voucher Code: [Coupon/Voucher Code]   **Apply**

Click here to view your voucher(s)

SubTotal	$1,827.00
GST (8%)	$146.16
Total Amount Payable	**$1,973.16**

Back To Course & Events   **Checkout**

Step 8: Check through the details and kindly ensure that the information keyed in is correct.

Click "Confirm Order" and you'll be redirected to the payment gateway. Option for e-invoicing at Vendors@Gov will be available for government organisation using corporate log-in.

If more assistance is required, please contact ISCA CPE at cpe@isca.org.sg or 6749 8060.