

REGISTRATION FORM

Synthetic Biology and Control Engineering Workshop

10th – 12th September 2014
Worcester College, University of Oxford

Please complete the Registration Form and return to synbioworkshop@eng.ox.ac.uk by 1st May 2014

Title (Prof, Dr Other)

First Name

Surname

Please send us a
JPEG passport-
size photo for
inclusion in the
workshop pack

Contact details

Job Title

Department

Organisation Name

Research Interests

Email

Telephone

Funds are available to cover travel expenses. Do you require assistance?

If you have not been invited to participate there is a Fee Payable for attending the workshop. The cost will vary according to the Delegate Package chosen. (Please see Booking Information – Payment of Workshop Fee below).

Please indicate in the table below which days you will be attending and whether you wish to stay for dinner or require accommodation. Speakers and members travelling from outside England may stay on Wednesday and Friday evening if this will facilitate travel. Speakers whose flights will cost considerably less if a Saturday night stay is included should contact us.

	Tuesday 9 September	Wednesday 10 September	Thursday 11 September	Friday 12 September
Workshop (includes coffee/tea/biscuits and lunches)				
Dinner				
Accommodation				

Do you have any special dietary requirements?

If you are disabled do you need any help with access?

Everyone attending the workshop is invited to bring a poster to display their work. If you are interested in contributing, please give brief details here. Speakers: you can use the boxes below to provide a title and abstract for your talk.

Title	
Authors/Affiliations	
Abstract (200 words max)	

Booking Information

Workshop invitees and speakers

Workshop invitees and speakers do not have to pay registration or accommodation fees. If you are travelling from outside Oxford, you can also claim travel expenses at economy rate. A block booking has been made with Worcester College for accommodation during the workshop dates (See earlier note for accommodation beyond these nights). Priority for Worcester College accommodation will be given to invitees - please indicate in the table above if you would like a reservation and we will contact you to confirm your place.

Workshop Fee

If you have not been invited to participate or to give a talk, a fee is payable to attend the Workshop in order to help cover your costs. There is a choice of two packages:

- **Day Delegate at £125.00**, which covers coffee/tea and buffet lunches at Worcester College
- **Day and Evening Delegate at £225.00** which covers coffee/tea, buffet lunches, pre-dinner drinks and dinners at Worcester College.
- **Accommodation at Worcester College is £65.00 per night including breakfast.** Priority for Worcester College rooms will be given to invitees.

Payment is preferred by cheque (drawn on a UK bank in £ sterling). Cheques should be made payable to The University of Oxford and be sent to Sara Kingsbury, Department of Engineering Science, University of Oxford, Parks Road, Oxford, OX1 3PJ, UK. Funding may be available for postgraduate students to attend the workshop as a Day Delegate. If you would like more information please contact us directly, with your contact details.

Please note that any cancellations made within 7 days of the workshop start date must be paid

Location of the Workshop

Worcester College is located in the centre of Oxford, close to the train and bus stations. The Workshop will take place in the Linbury building.

Travel Information

Oxford has excellent transport links by Bus, Train and Air. Information on the best way to travel to Oxford can be found at <http://www.eng.ox.ac.uk/contact-us>. A map of Worcester College can be viewed at <https://www.worc.ox.ac.uk/Contact-Details>. Car Parking within Oxford is extremely limited and expensive. If you are coming by car it is recommended that you use the Pear Tree, Water Eaton or Seacourt Park and Ride facilities. For information, see <http://parkandride.oxfordbus.co.uk/>.

Further Information

If you require any further information please check the conference website or contact Sara Kingsbury who will be happy to help you with your enquiries.

Antonis Papachristodoulou – Workshop Organizer

Sara Kingsbury – Administrative Assistant

Department of Engineering Science, University of Oxford, Parks Road, Oxford, OX1 3PJ, UK

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