



Greetings fellow Caretakers!

It is finally the week of the conference! Can you believe it? Some final information for you all follows in this newsletter. For any final queries, you can contact us at cei@gvsstudent.com. If you have urgent queries, please add **WHATSAPP REQUEST** in your email topic to request a number to contact.

1. Poster session - don't forget to vote!

Thanks to all of you who presented in the poster session last Saturday. There were excellent projects from very enthusiastic students. If you didn't make it you can check out all the posters here: <https://www.alumnicei.org/project-posters-2022>

Make sure to also vote for your favourite design and most inspiring poster: <https://forms.gle/bnUu5SxWDDuJNuuyy6>

The winners will be announced at CEI 2022!

2. Hotel transfers, airport pickup

All delegations who attend the conference in person will be collected at the airport and transferred to the hotel. **Please make sure to send your flight information to us in advance!** There will be people waiting with a sign to indicate your delegation e.g. CEI Delegation Ireland. Please look out for these signs and be patient with our team as they transfer you.

3. Extra nights at the hotel (pay at check-in) / post conference tour

If you are staying extra nights (outside July 3rd-July 8th), and you did not already transfer this cost, this cost needs to be paid up front at hotel check-in. If you arrive to Costa Rica before Monday July 4th and/or leave the hotel after Saturday 9th, your transfer back to the airport will still be paid for and arranged under certain conditions. Those conditions are that the conference fee is paid before July 4th, your arrival flight is booked and communicated to cei@gvsstudent.com at least 48 hours before arrival, and that the departure flight is booked and communicated to cei@gvsstudent.com by Friday July 8th.

Additionally, it's important to note that the transport we can arrange for conference participants is directly linked to the conference hotel (Hotel Best Western Irazú) so if anyone is planning to take trips or tours post conference



and will not be staying at the same hotel, they will have to arrange their own transport back to the airport.

4. Registration

IN PERSON PARTICIPANTS

Those attending the conference in person, there are two registration slots on Sunday from 15.00 - 17.00 and 19.00 - 21.00 at the hotel (in between is dinner time for all participants).

ONLINE PARTICIPANTS

Those attending online, please join registration between 07.00-10.00 Costa Rica time on Sunday July 3rd.

Please note, it is **MANDATORY TO ATTEND ONLINE REGISTRATION, OTHERWISE YOU WILL NOT RECEIVE THE ZOOM LOGIN INFORMATION AND ALL OTHER INFORMATION FOR CEI 2022.**

The online registration takes place on Zoom using the following information:

Topic: CEI 2022 Registration Day (Sunday July 3rd)

Time: Jul 3, 2022 03:00 PM Amsterdam, Berlin, Rome, Stockholm, Vienna

Join Zoom Meeting

https://us02web.zoom.us/j/82662317490?pwd=RMwOEOSzC_PH4nERGGdX4SxJa9vxxn.1

Meeting ID: 826 6231 7490

Passcode: cei

5. Conference app

Once you finalize registration (Sunday) you get access to the conference app. The app is for **ALL** conference participants (online and in person). The app will include:

- Access to the Zoom link for the conference
- The detailed conference programme
- Your group division (for workshops etc.)
- A map with locations
- and more...



You must join registration to learn how to download and use the app.

6. Medical forms and tshirt sizes (urgent!)

We are still missing medical forms from many participants. **You must complete this form before you arrive in Costa Rica.**

Advisory Medical Form

- To be filled out by every advisor attending in-person individually.
- Those attending virtually don't have to fill it out
- <https://docs.google.com/forms/d/1Sm1HgsOYgmwTcJopJXPuPslpW-1MQpapwWMTxeKCCcQQ/edit>

Student Medical Form

- To be filled out by a legal guardian of all students attending in person, those attending virtually don't have to fill it out.
- If the student is over 18 years of age at the time of submission they may fill it out themselves.
- <https://docs.google.com/forms/d/16qLfl8RYEeNSwjukA8Vtxsw0lvwEZvIGtoA1RHfvuA/edit>

T-Shirt Information

- This applies to every in-person participant and only the virtual participants that purchased the swag bag. If you are a virtual participant and opted out of the swag bag, you do not have to send this information.
- Delegation leaders, please send one email to cei@gvsstudent.com with the t shirt sizes required for your entire delegation
- All sizes are available, the tshirts are unisex please use the XS, M, L, XL... sizing system. (The sizes mentioned above are just an example, you are not limited to choosing one of those)

7. Invoices/payment

We know that the invoice process has been complicated and with several issues. We are still working through all the queries, and going as quickly as we can. However, we ask to please ensure that from your end payments are made



by the start of the conference (July 3rd) so that you can gain access to all conference materials.

8. Follow us on social media

Don't forget we are actively posting updates, resources, and more on our website and social media channels. So please make sure to follow in order to stay up-to-date!

- CEI 2022 Instagram: https://www.instagram.com/cei_costa_rica_2022/
- CEI Alumni Instagram: https://instagram.com/imacei?utm_medium=copy_link
- Conference website: <https://www.alumnicei.org/cei-2022>
- Our Young Reporters are also hard at work, you can meet them here: <https://www.alumnicei.org/young-reporters>. Keep your eyes and ears out for their updates, coming soon!

Take care!
CEI 2022 Organizing Team