

The Society for Modeling and Simulation International (SCS) Conference Policies

Conference Policies

- **Discounts.** SCS offers discounts on all conferences for members, full-time students and retirees. Member-only discounts should be automatically applied after you log in during registration. To receive your student or retiree discount, please fill out the appropriate verification form for student or retiree and mail, email or fax the form to the SCS office for approval and to receive your discount code. Students and Retiree qualify for a 50% discount if approved. Please visit “Other Conference Information and Forms” to download these forms.
- **Substitution Policy.** Registrants may send a substitute in their place in lieu of requesting a refund. The substitute should be able to answer questions from presentation attendees.
- **Cancellations and Refunds.** All SCS conference cancellations and requests for refunds must be made in writing and sent to the SCS Main Office. Requests may be e-mailed, or faxed (contact information below).
 - Full Refunds – More than 30 Days’ Notice. To receive a full refund, SCS must receive written requests no later than 30 days prior to the first day of the conference.
 - 50% Refunds – Less than 30 Days’ Notice. Refund requests received within 30 days of the start of the conference will be subject to a 50% refund.
 - No Refunds – Within 2 Weeks. Refund requests received within 2 weeks of the start of the conference will not be eligible for a refund.
 - Author Refunds. Authors who have their papers included in the proceedings are not eligible for a refund. Authors may receive a refund if they withdraw their papers before the paper is included in electronic or hard-copy proceedings.
 - Emergency Illness or Death of Registrant or Immediate Family Member. Refunds may be granted if an attendee is unable to attend the Conference due to a family death, illness, or other extraordinary circumstance. In such a circumstance, the SCS Main Office must be contacted by phone, letter or e-mail as shown below.

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SCS will refund fees as soon as possible and no later three (3) weeks after the conference has concluded. To request a refund, contact the SCS Office at:

The Society for Modeling & Simulation International
Conference Cancellation/Refund Inquiry
11315 Rancho Bernardo Road, Suite 139
San Diego, CA 92127

or by email at: scs@scs.org, Fax: 858-277-3930, Phone: 858-277-3888, <http://www.scs.org>.