

## INSTRUCTIONS FOR REGISTRATION TO CYSEC'S SEMINARS

**For registering to Cyprus Securities and Exchange Commission's seminars, the following procedure must be performed:**

1. Access to the list of the available seminars through this [link](#).
  - The seminars are listed according to the day of delivery (the ones that will be delivered first are on top on the list).
  - By clicking on the 'Event schedule', the analytical program of the seminar is displayed.
  - There is also information on the seats, date and time of each seminar.
2. By clicking on the seminar title, the registration process may be initiated and you should proceed to the following:
  - i. Fill the Name of the participant (this name will appear on the certificate that the participant will receive after attending the seminar).
  - ii. Fill the Certification Number (CN) if you are a Certified person (if you don't have a Certification Number (CN) please type N/A). Click 'PROCEED' to move to the next window.
  - iii. If you wish to register for another seminar, click on 'continue shopping' and repeat steps 1 and 2. If no other addition will be made, then click directly on 'CHECK OUT'.
  - iv. Complete personal details in steps 2 and 3 and click 'NEXT'.
  - v. At step 4, choose 'JCC' from the dropdown menu and click 'NEXT'.
  - vi. At step 5, once the accuracy of the order is confirmed, click 'ORDER NOW' and in the next window (step 6) you will proceed with the payment. The required details must be completed. You will receive an automatic receipt to the email provided.
3. Finally, each candidate will receive via email, few days before the seminar, the link in order to **Join** the Seminar. Detailed guidelines can be found in this [link](#).

Nicosia, 24 July 2023