

ICEF Central Asia Focus

For international educators and service providers, and student recruitment agents from Central Asia



Ritz-Carlton Almaty • March 28 – 29, 2019

Participant Checklist - Agents

- Marcom eSchedule PRO opens on [February 11, 2019](#).
Please make sure to complete your profile. You are now ready to request meetings with providers and confirm / decline any requests that you will receive.
- Cancellation deadline: If you will not be able to attend the event, please let us by [February 28, 2019](#).
After this date, a cancellation fee of €150 will come into effect.
- Do you need a visa?
Please refer to the ► [visa information](#) on our website. The cut-off date for invitation letter requests is [February 28, 2019](#).
- Finalise your Marcom profile for use in the the event catalogue by [March 8, 2019](#).
Please remember to upload your photo!
- Marcom eSchedule PRO will close on [March 27, 2019, at 9:00](#) Almaty time.
From then on, the scheduling system will be in view mode only.
- [Before the event](#): Print your meeting reports and your hotel confirmation (if applicable).
Don't forget to bring plenty of business cards!