Accessing Cultural Activities at the Palais des Nations
Guidelines for Online Registration

Access to cultural activities at the Palais des Nations is facilitated by online registration.

After creating an account in this online tool, you will be able to:

- Easily register for each event you are interested by
- Check for upcoming events
- Find detailed information about the events

Follow the instructions below depending on your situation :

1. **I want to create my account and will register later to some events**
2. **I want to register for a specific event but do not have an account yet**
3. **I already have an account and want to register to an event**

In all cases, it is recommended to use Chrome or Firefox browsers. Avoid Internet Explorer as it may block activation or confirmation procedures.

1. Creating my personal account and register later to events

- Fill in the account form at https://reg.unog.ch/user/register
- You soon receive an account activation link by e-mail
- Click on the link to finalize your account creation

IMPORTANT NOTICE: If you do not receive an activation e-mail please forward the issue to: support.accreditation@unog.ch

2. Registering to an event but I do not hold an account yet

When registering online for the first time to an event, you will simultaneously create an account in this tool and send a registration request to the event organizers.

- Go to the event page using the link provided on the invitation
- Click on the "Register" button and fill in the requested information
- Do not forget to upload a picture of you, and click on "Register"
- You soon receive a confirmation e-mail

IMPORTANT NOTICE: If you do not receive a confirmation e-mail please forward the issue to: support.accreditation@unog.ch

3. Registering to an event using my account

As you already have an account, your information will be filled in automatically when registering for the event.

- Go to the event page using the link provided on the invitation
- Log in by clicking on the button on the upper right corner
- On the event page, click on "Register" to display the registration form
- Fill in missing information if necessary, and finalize the registration
- You should receive a confirmation e-mail

IMPORTANT NOTICE: If you do not receive a confirmation e-mail please forward the issue to: support.accreditation@unog.ch

Keep in mind that:

➔ **Account creation is requested <u>only once</u>, but registration is <u>mandatory</u> for each event you wish to attend**

➔ **Each event is set up with a registration period, usually ending on the day of the event**

➔ **Each account is unique and is linked to <u>one</u> person with <u>one</u> email address**

Events by category

https://reg.unog.ch/category/1129/

Events by date

https://reg.unog.ch/category/1129/?flatlist