

## Regulations for Abstract Submission

### SLEP 2026 – Quito, Ecuador

**1. DEADLINE:** The deadline for abstract submission is **Friday, May 29, 2026**.

All abstracts for the SLEP 2026 Congress must be submitted electronically through the system provided on this page. They cannot be sent by fax, printed copy, or email.

**2. REGISTRATION:** You can submit your abstract without being registered for the congress. However, the presenting author must be registered at the start of the Congress to make their presentation.

**3. PUBLICATION:** All orally presented abstracts and the best posters will be published in *Hormone Research in Paediatrics* (special edition).

**4. ABSTRACT LIMIT:** There are no restrictions on the number of abstracts an author can submit or present at the Congress.

#### **5. LANGUAGE:**

- All abstracts must be written in English.
- Slides (e.g., PowerPoint) for Award-nominated Oral Presentations and Award-selected Posters must be in English, and the presentation must be delivered in English.
- For all other submissions, authors may deliver Oral and Poster presentations in any of the official congress languages (Spanish, English, or Portuguese); however, the slides or posters must be written in English.
- Authors of submissions selected for awards will be informed at the time of notification.

**6. STRUCTURE:** Your submission must be structured according to the following criteria:

- **Abstract:**

1. **Background/Aims:** What is the major problem that prompted the study?
2. **Methods:** How was the study performed?
3. **Results:** What are the most important findings?
4. **Conclusion:** What is (are) the most important conclusion(s)?

- **Clinical Case:**

1. **Background/Objectives (of the case): clinical context and reason for reporting.**



**2. Methods: case description.**

**3. Results: What were the most important findings?**

**4. Conclusion: What are the most important conclusion(s)?**

**7. TEXT:** You will have a maximum space of 2500 characters (approximately 350 words), including spaces and punctuation. The system will not allow you to "finalize" the abstract if it exceeds the limit.

Acknowledgments and financial support are not mandatory. If included, they should be at the end of the abstract. The character count will include these as part of the abstract body.

- The use of graphics or tables is not allowed.
- Bibliographic references should not be included in the abstract.
- Up to 3 keywords may be included.

Results based on statements such as "results will be presented" or "data will be analyzed" will not be considered for evaluation. Results must be presented as clearly as possible, and conclusions must be based on the data presented. Abstracts will only be evaluated if they are in correct English.

**8. Follow the on-screen instructions** to access the abstract submission form. Complete all fields in the form.

**9. PRESENTATION TYPE:** You will be asked to select a preferred presentation format (oral or poster) and the appropriate topic from the options below. However, please note that the organizing committee may need to change the presentation format (from oral to poster, but not from poster to oral without the author's consent).

**Main Topics:**

- Puberty
- Growth
- Adrenals
- Thyroid
- Phosphocalcic metabolism
- Rare diseases
- DSD
- Obesity
- Diabetes mellitus
- Hyperinsulinism
- Insulin resistance

**10. AUTHORS:** There is no limit on the number of authors per work. Please enter the names of the authors in the order they should appear in the header of the work.

**It is the responsibility of the person submitting the work to correctly enter the full names of the co-authors, which will be reproduced on the certificate exactly as submitted (if accepted).**

The confirmation of receipt of the work will be sent to the email address provided in the submission.

The corresponding author will receive all notifications related to the work and will be responsible for informing the co-authors about its status..

**11. ABSTRACT PROOF:** Carefully review your abstract before completing your submission. Ensure that all special characters and formatting appear correctly in your proof. If you find errors, return to the appropriate page to correct them.

**It is the author's responsibility to submit the work correctly.** Typographical, grammatical, or scientific information errors will be reproduced exactly as submitted by the author.

**12. SUBMISSION COMPLETION:** You can log in with your username and password to edit your work as many times as you wish while the work is in OPEN status and before the submission deadline. Upon completing your edits, **you must click on FINALIZE WORK for it to be considered for evaluation, and you will no longer be able to edit it.**

Modifications to the title, text, or authors will not be possible after the abstract submission deadline. We emphasize that the information provided is the sole responsibility of the submitting author.

**Once the work is finalized, the responsible author will receive an automatic confirmation email.** If you do not receive it, please log in again and ensure the submission was completed correctly.

By submitting abstracts, authors assume compliance with the legislation and ethical standards governing research involving humans and animals, including approval by the Clinical Research Ethics Committee or the Animal Research Ethics Committee.

**13. EVALUATION:** To preserve the peer review process, do not include any information (e.g., author names or institutions) in the body of your work.

**14. NOTIFICATIONS:** Notifications will be sent by email **at the end of August 2026.**

The decision of the Evaluation Committee will be final, and there will be no instances for review of the evaluation..

**15. CERTIFICATE:** A single certificate will be issued per work, including all authors in the order they were submitted.

**16. AWARDS:** The following awards will be presented during the Closing Ceremony:

- Hormone Research in Paediatrics Award: Best oral presentation
- SLEP Oral Award: Second best oral presentation
- SLEP Poster Award: Best poster presentation

**17. TECHNICAL ASSISTANCE:** If you have any difficulty during the shipping process, please contact [slep@wearemci.com](mailto:slep@wearemci.com)

**18. EMBARGO DATES:** Accepted abstracts will be embargoed from the time of submission until the conclusion of the presentation at the SLEP 2026 Congress, which reserves the right to adjust the embargo.

**19. DECLARATION:** The system will ask the presenter to complete a declaration of relevant funding sources to finalize the submission.

**20. The Organizing Committee will select those abstracts that will be published in a supplementary issue of Hormone Research in Paediatrics.**

