

# IGCS 2025 CAPE TOWN

## INTERNATIONAL GYNECOLOGIC CANCER SOCIETY 2025 ANNUAL GLOBAL MEETING **ABSTRACT SUBMISSION GUIDELINES**

Abstract Submission Deadline: **Monday, May 5, 2025, 23:59 SAST** (South African Standard Time) (see all [time zones](#))

- Regular Abstracts
- Case Study Abstracts
- Trial-in-Progress Abstracts
- Pragmatic Trial Concept Abstracts
- Surgical Films
- Late-Breaking Abstract Shell Submissions

Late-Breaking Abstract Submission Deadline: **Monday, September 29, 2025, 23:59 SAST** (South African Standard Time) (see all [time zones](#))

- Submission of completed abstract bodies for accepted late-breaking shell submissions\*

*\*Late-breaking abstract authors must submit a shell abstract by the May 5 deadline. Please note that only accepted late-breaking shell submissions will be eligible to submit their final late-breaking abstracts by the September 29 deadline.*

**\*\*THERE WILL BE NO EXTENSION FOR SUBMISSION DEADLINES.  
NO SUBMISSIONS WILL BE ACCEPTED AFTER THESE PUBLISHED DATES.**

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## RULES FOR SUBMISSION

IGCS is seeking all medical professionals who are a part of the gynecologic and breast cancer care field to submit an abstract. Please follow the guidelines below when preparing to submit an abstract.

- Objectives, Methods, Results, and Conclusions must be clearly identified within the submission.
- Submitted abstracts must represent new, unpublished scientific data at the time of presentation.
- It is recommended to use word-processing software (for example, Word or Grammarly) to edit your abstract and count the number of words before placing the text into the submission portal.
- Ensure the accuracy of your contact information and review the abstract for grammar, spelling, and punctuation prior to submission.
- Abstract information **cannot** be altered after the submission site is closed. Please save your login and password as you will need them to edit/view draft abstracts before the submission deadline. It is recommended to save or print a copy of your abstract for your records.
- Incomplete abstracts will **NOT** be considered for presentation.
- Case studies will be considered for ePoster presentation only and should be submitted under the “case study” abstract type.
- Abstracts stating “data will be discussed in the presentation” will **NOT** be accepted.
- Abstracts received after the deadline will **NOT** be considered.
- Submission of an abstract acknowledges your acceptance for the abstract to be published in the official meeting publications as well as in an online supplement to the *International Journal of Gynecological Cancer (IJGC)*. Only accepted abstracts of **registered** presenting authors will be included in the journal publication.

- The submission system automatically defines the abstract submitter as a co-author. This **cannot** be changed after the submission. Note, if you are not a co-author and are submitting on someone else's behalf, please use their username and login details to submit the abstract. We also recommend that the assigned presenting author acts as an abstract submitter to avoid miscommunication at later stages.
- The submitting author is required to ensure that all co-authors are aware of the content of the abstract before submission.
- There is no limitation on the number of submissions per user, however, each person can be assigned as the presenting author of a maximum of five (5) abstracts at IGCS 2025.
- Your abstract is not successfully submitted until you receive a confirmation email after clicking the final submit button. If you do not receive a confirmation email, please check your spam folder first and contact us at [igcs\\_abstracts@kenes.com](mailto:igcs_abstracts@kenes.com) for assistance.

## ABSTRACT ACCEPTANCE AND INCLUSION INTO THE SCIENTIFIC PROGRAM

- Abstracts and surgical films are selected based on scientific merit, originality, and relevancy to the specialty. Selection occurs through a blinded peer review process after which abstracts are allocated to different presentation categories as outlined on [pages 19-20](#). Abstract presenters are notified whether their abstracts have been accepted into the IGCS 2025 scientific program based on the timeline announced on the [meeting website](#).
- The Program Committee will determine the presentation type of each accepted abstract.
- The **submitting** author will receive the confirmation of submission and the initial correspondence regarding the abstract. After the abstract review and program allocation, the **presenting** author will receive the acceptance/rejection notification and all subsequent correspondence

regarding their participation in the meeting. To ensure smoother communication, where possible, we advise that the author who intends to present the abstract is the one who submits it. Additionally, the presenting author is advised to use the same email that was entered into the abstract submission portal also at the time of registration as registration records are checked against the presenting author's details.

- **IMPORTANT:** The **presenting authors** of accepted abstracts/films must **register** for the IGCS 2025 Annual Global Meeting in order for their abstracts/films to be included in the scientific program.
  - Presenting authors will receive regular reminders to complete their registration in the weeks following the sending of the abstract notifications.
  - It is the assigned presenting author's responsibility to notify the meeting organizers in case of any changes since registration records are checked only against the presenting author's contact details.
  - To assign a different author from the co-author list as the presenter or to update the presenting author's email address, please contact the organizers at [igcs\\_abstracts@kenes.com](mailto:igcs_abstracts@kenes.com).

## ABSTRACT SUBMITTER'S DECLARATION

Before submitting the abstract, the Abstract Submitter will be required to confirm the following:

- I confirm that I previewed this abstract and that all information is correct. I accept that the content of this abstract cannot be modified or corrected in any way after the final submission, and I am aware that it will be published exactly as submitted.
- Submission of the abstract constitutes the consent of all authors to publication (e.g. meeting website, programs, other promotions, etc.)

- The Abstract Submitter warrants and represents that no part of the information and content provided by him/her (Hereafter: the “Content”) to IGCS and Kenes International Organizers of Congresses SA and its affiliates (together: the “Organizers”), nor the publication of any such Content by each of the Organizers, on the internet or otherwise infringes any third party rights, including but not limited to privacy rights and/or intellectual property rights.
- The Abstract Submitter grants each of the Organizers the license and right to use, reproduce, publish, translate, distribute, and display the Content or any part thereof, in any manner and on any platform or media whatsoever, in each Organizer’s absolute discretion, on a royalty-free, perpetual, irrevocable nonexclusive basis.
- I herewith confirm that the contact details saved in this system are those of the presenting author, who will be notified about the status of the abstract. The presenting author is responsible for informing the other authors about the status of the abstract. The submitting author may request to be copied on the abstract correspondence.
- I understand that the presenting author must be a registered participant.
- The Organizers reserve the right to remove from publication and/or presentation an abstract that does not comply with the above.
- I understand that I must select a specific theme/topic for my abstract allocation. Although the Committee will work hard to honor this selection, this cannot be guaranteed. The Committee reserves the right to change the theme/topic under which the abstract was originally submitted.
- I confirm that I have received the consent of all authors for the processing of their contact details by Kenes and the Organizers.

## KEY CONCEPTS AND RESEARCH TOPICS

Abstracts must be allocated to a specific topic from the IGCS 2025 scientific program. Please read through all topics and select the one most suited to your abstract.

### 1. Basic Sciences

- AI
- Basic & Translational Science
- Genetics & Epidemiology

### 2. Clinical Disciplines

- Diagnostics & Imaging
- Nursing & Allied Health Care
- Pathology, Cytology & Disease Pathogenesis
- Radiation Oncology
- Surgical Techniques & Perioperative Management

### 3. Patient-Centered Care

- Fertility & Pregnancy
- Palliative, Symptomatic & Supportive Care
- Patient Advocacy & Survivorship

### 4. Prevention & Downstaging

- Pre-Invasive Disease
- Prevention & Vaccination
- Screening & Early Detection

### 5. Social Responsibility

- Global Health, Economic Challenges & Inequity

### 6. Tumor Types

- Breast Cancer
- Cervical Cancer
- Endometrial & Uterine Corpus Cancers
- Ovarian Cancer
- Trophoblastic Disease & Rare Tumors
- Vulvar & Vaginal Cancer

## GENERAL REQUIREMENTS FOR ABSTRACT SUBMISSION

### Title

The title is limited to 25 words and should be UPPER CASE.

### Text

The abstract text is limited to 250 words.

### Text Guidelines

- Write your text in proper English (American or British usage is accepted, but not a mixture of these). Use decimal points (not commas). Please carefully check your spelling.
- Use the appropriate letters and numbers (e.g., 0 – zero vs. the letter O).
- If you use special symbols (such as  $\geq$  or  $\pm$ , etc.), make sure they are visualized correctly in the final preview of your abstract.
- Use only one space after colons and periods.
- Do not use abbreviations in the title of the abstract. Standard abbreviations may be used without definition in the text. Nonstandard abbreviations (kept to a minimum) must be placed in parentheses after the first use of the word or phrase abbreviated.
- You may upload up to two (2) images, tables, diagrams, and/or graphs in total in JPEG, PNG, or JPG format only. Other file types cannot be accepted. Please note that images may be resized to fit in the final printed material. The maximum file size of each graph/image is 500 KB. The maximum pixel size of the graph/image is 600(w) x 800(h) pixels. Please make sure to check your final abstract for graph/table citations and to ensure that there are no discrepancies between the cited graph/table and the uploaded content.



## Authors

Provide contact information for each author. There is no limitation on the number of authors and the submissions per user, however, each person can be selected as a presenter for a maximum of five (5) abstracts. If you submit more than five abstracts, please make sure to appoint different presenters. An individual may only be the primary author for one oral presentation.

- The presenting authors of accepted submissions will be required to prepare for their presentation in accordance with the presentation guidelines published on the meeting website which are sent out together with the abstract notifications (including preparing PPT slides, printed posters, ePosters, etc. based on the abstract acceptance category).
- At the time of submission, the submitting author will be requested to provide a brief conflict of interest statement on behalf of all co-authors. If the abstract is selected for presentation, the presenting author will be contacted additionally to complete a mandatory Conflict of Interest Disclosure form. The conflict of interest statement during abstract submission is meant only to provide a simple overview of potential conflicts of interest to the best of the submitting author's knowledge (up to 255 characters) and does **not** need to include full statements from all authors.

## Questionnaire

Abstract submitters are required to consent to the following statements during abstract submission.

1. I confirm that this abstract has not been previously presented or published in any other forum as of the present date unless the data has been updated since the date of the last presentation/publication.
2. If accepted, I consent that the content of this abstract cannot be modified or corrected in any way after the final submission, and I am aware that it will be published exactly as submitted.

## ADDITIONAL REQUIREMENTS BASED ON THE SUBMISSION TYPE

### REGULAR ABSTRACTS

Accepted regular abstracts will be considered for all abstract presentation categories (oral, short oral, featured poster, ePoster) based on their review scores and available slots in the program.

In addition to the general requirements for abstract submission ([pages 8-9](#)), all regular abstracts must also adhere to the following submission requirements.

The text should be organized into four section headers as follows:

- **Introduction**  
A brief statement about the purpose of the study and pertinent background.
- **Methods**  
The method(s) of study or data collection employed.
- **Results**  
A summary of study research including enough details to support your conclusions.
- **Conclusion/Implications**  
A statement explaining the significance of your work and the implications for further research, practice and/or policy.

## CASE STUDIES

Case studies should be submitted under the “case study” abstract type (and **not** as regular abstracts). Accepted case studies will be considered for ePoster presentation only.

Case studies should highlight key aspects of the case and its relevance to clinical practice or research.

In addition to the general requirements for abstract submission ([pages 8-9](#)), all case study abstracts must also adhere to the following submission requirements.

The text should be organized into four section headers as follows:

- **Background/Introduction**  
A brief statement about the purpose of the study and pertinent background.
- **Case Presentation**  
A concentrated summary of the case and its key aspects.
- **Discussion**  
An interpretation of the case's relevance to clinical practice or research and a brief literature review.
- **Conclusion**  
A summary of the key takeaways and significance of the study.

## TRIAL-IN-PROGRESS ABSTRACTS

It is expected that trial-in-progress (TiP) abstracts present data on ongoing trials that have not reached any protocol-specified endpoints for analysis.

Accepted trial-in-progress abstract submissions will be considered for ePoster presentation only.

In addition to the general requirements for abstract submission ([pages 8-9](#)), all TiP abstracts must also adhere to the following submission requirements.

**The text should be organized into four section headers as follows:**

- **Introduction**  
A brief statement about the purpose of the trial and pertinent background.
- **Objectives**  
A description of the primary and secondary endpoints of the trial.
- **Methods**  
A summary of the study design, interventions, participant selection criteria, and statistical methods.
- **Current Status & Future Directions**  
A brief outline of the trial progress, expected timeline for data analysis and potential clinical impact.

### Eligibility

- The **NCT number** (from [ClinicalTrials.gov](https://clinicaltrials.gov)) or its **national/regional equivalent**, in accordance with the International Clinical Trials Registry Platform (ICTRP) standards, must be submitted alongside the abstract during the submission process within the Questionnaire section.
- TiP abstracts are applicable to trials in Phase I, Phase II, and Phase III, as well as combination trials involving multiple phases (e.g., Phase I/II).
- Recruitment must have already begun or have been completed by the trial-in-progress abstract submission deadline for IGCS 2025.
- Abstracts including results or preliminary data will **not** be considered.
- TiP abstracts submitted to IGCS 2024 are allowed for resubmission to IGCS 2025 if new data is included.

## PRAGMATIC TRIAL CONCEPTS

Pragmatic trials are concepts for new and innovative trials answering key clinic questions in the field of gynecologic cancer that have previously not been tested. These are especially trial designs and concepts that are NOT currently in progress however there may be preliminary data either in the phase 1 or pre-clinical stages that is hypothesis generating. These trial concepts should have clearly defined outcomes of interest including PFS, OSS, ORR, etc. Background and methods should be clearly elucidated along with an explanation of why the trial is novel and what clinical question should be answered. Trials in the category should be collaborative and geared toward low-resource settings.

Accepted pragmatic trial concepts will be considered for oral or ePoster presentations based on their review scores and available slots in the program.

In addition to the general requirements for abstract submission ([pages 8-9](#)), all pragmatic trial concept abstracts must also adhere to the following submission requirements.

**The text should be organized into five section headers as follows:**

- **Introduction**  
A brief statement about the purpose of the trial and pertinent background, including an outline of the innovative aspects.
- **Objectives**  
A description of the primary and secondary endpoints of the trial. Objectives should focus on practical questions and outcomes, such as
  - Treatment effectiveness in a broader, non-controlled clinical setting
  - Health outcomes in diverse patient populations
  - Cost-effectiveness or healthcare resource utilization in real-world practice
- **Trial Design**  
A description of the proposed design of the trial (e.g., randomized controlled trial, cohort study, etc.), including the pragmatic aspects that differentiate it from traditional trials.
- **Feasibility and Implementation**  
A brief outline of the potential for implementing the trial in real-world settings. What challenges might arise in terms of patient recruitment, data collection, or logistics?
- **Conclusion**  
A summary of the trial concept, reiterating its importance for advancing gynecological cancer care.

## SURGICAL FILMS

Peer-reviewed surgical film submissions will be evaluated based on educational content and audio/visual quality. Accepted films will either be presented in the Featured Surgical Film session or will be included in the On-Demand Surgical Film Cinema.

### All films must meet the following requirements:

- Films must be uploaded to [VIMEO](#) and an open-access URL to the film must be provided in the specified field within the abstract submission site.
- Providing a Vimeo link is done only through the abstract submission site.
- The film URL upload should be set up so that anyone using the link can view the film. [Click here](#) for detailed setup guidelines. The submitter is required to ensure that the VIMEO URL will remain accessible from the moment of submission until 3 months after the IGCS 2025 Meeting.
- **Films cannot exceed 8 minutes to be considered.**
- Films must be uploaded to VIMEO in **MP4 format**.
- Films must include either sound (recorded narration) or subtitles.
- Films must be free of commercial or product bias.
- Films must be uploaded in HD, in order to assure the best quality possible. The minimum dimensions accepted are 1280x720 (720p); 1920x1080 (1080p) and we suggest not compressing the file but leaving it in the original format. Please do not exceed the maximum length of 60 FPS.
- Films will be evaluated based on educational content and audio/visual quality.
- If the film is not set up as outlined above, this may prevent the assessment of the contents. The meeting organizers may contact you shortly after the submission deadline in case there are technical issues with the submitted film.
- Closer to the meeting, film presenters may be contacted with a request to send their films directly to the meeting organizers in MP4 format if selected for presentation.

## Surgical Film Abstracts

In addition to the general requirements for abstract submission ([pages 8-9](#)), all surgical film abstracts must also adhere to the following submission requirements.

When submitting a surgical film abstract, it is mandatory to include the surgical film VIMEO link alongside the abstract during the submission process within the Questionnaire section.

The text should be organized into three section headers as follows:

- **Introduction**  
A brief statement about the purpose of the study and pertinent background.
- **Description**  
Short description of content (and surgical technique).
- **Conclusion/Implications**  
A statement explaining the significance of your work and the implications for further research, practice and/or policy.

Contact [igcs\\_abstracts@kenes.com](mailto:igcs_abstracts@kenes.com) if you have questions about the surgical film submission and VIMEO upload.

## LATE-BREAKING ABSTRACTS

Late-breaking abstracts (LBAs) are reserved for high-impact research findings that were not available by the regular abstract submission deadline. The IGCS 2025 Meeting will accept only **randomized trials** as late-breaking abstracts.

Accepted LBAs will be considered for oral presentations based on their review scores and available slots in the program.

**IMPORTANT:** To ensure a fair review process, authors intending to submit an LBA must submit a **shell abstract** by the regular submission deadline.

### Shell Abstract Submission

The shell abstract must include:

- Title of the abstract.
- Authors and their affiliations to the best of the submitter's knowledge at the time of submission. The author list may be updated during the full abstract resubmission process if your shell submission is accepted.
- A brief explanation of the study and why it qualifies as late-breaking included in the abstract introduction (e.g., key data not available by the regular deadline).

In addition to the general requirements for abstract submission ([pages 8-9](#)), all late-breaking submissions must also adhere to the following submission requirements.



The text of the LBA shell submission should be organized into four section headers as follows:

- **Introduction**

A brief statement about the purpose of the study and pertinent background.

- **Methods**

The method(s) of study or data collection employed.

- **Preliminary Data or Expected Results**

If available, include any preliminary findings, interim analyses, or a brief description of data collection progress. If results are unavailable, state when you expect them to be ready (e.g. "Data collection is ongoing, and results will be presented by ...").

- **Significance and Impact**

Highlight the potential implications of the study and why it is of high importance to the field.

*Please note: Sections "Preliminary Data or Expected Results" and "Significance and Impact" will be removed from the final LBA submission for accepted shell abstracts and the corresponding authors will be requested to organize the text as per the full LBA sections outlined below.*

## Full Late-Breaking Abstract Submission

- Only shell abstracts that are accepted by the Review Committee will be eligible for full abstract submission.
- Acceptance/rejection emails for LBA shell submissions will be sent out on the notification date of June 11, 2025.
- Presenting authors of accepted LBA shell submissions will be contacted with more information about the process, and next steps of the full abstract submission.
- Full abstracts must be submitted by the LBA deadline, providing the complete data, results, and conclusions.
- LBAs are intended for studies of significant importance that enhance the conference's scientific program. Failure to submit a complete abstract by the LBA deadline may result in withdrawal from the program.
- LBAs accepted for oral presentations will be placed under full embargo. Their titles and presenting author names will be announced via the IGCS 2025 website one week before the meeting. The final embargo will be released on the morning of the scheduled oral presentation day. For more details, please review the [IGCS 2025 abstract embargo policy](#).

In addition to the general requirements for abstract submission ([pages 8-9](#)), LBAs must also adhere to the following submission requirements.

## Full LBAs must be reorganized into four section headers as follows:

- **Introduction**  
A brief statement about the purpose of the study and pertinent background.
- **Methods**  
The method(s) of study or data collection employed.
- **Results**  
A summary of study research including enough details to support your conclusions.
- **Conclusion/Implications**  
A statement explaining the significance of your work and the implications for further research, practice and/or policy.

## ABSTRACT PRESENTATION CATEGORIES

*Please note: Abstract presentation categories are subject to change without notice. The information below is for reference only. Presenting authors will receive detailed guidelines of the presentation requirements based on their abstracts' acceptance categories together with their notifications.*

| Submission Type                  | Possible Presentation Categories  |
|----------------------------------|---|
| Regular abstract                 | <ul style="list-style-type: none"> <li>• Oral (Plenary sessions)</li> <li>• Short oral (IGCS Poster Talk sessions)</li> <li>• Featured printed poster (Poster Rounds with the Professors' sessions)</li> <li>• ePoster*</li> </ul>                            |
| Case study abstract              | ePoster*  |
| Trial-in-progress abstract       | ePoster*  |
| Pragmatic trial concept abstract | <ul style="list-style-type: none"> <li>• Oral</li> <li>• ePoster*</li> </ul>  |
| Late-breaking abstract**         | Oral (Plenary sessions)   |
| Surgical Films                   | <ul style="list-style-type: none"> <li>• Featured surgical film presentations in a session hall with designated presentation time</li> <li>• On-demand surgical film viewing via the surgical film cinema onsite and the online educational portal</li> </ul> |

*\*ePosters of registered presenting authors are available for on-demand viewing via the IGCS 2025 ePoster Gallery accessible onsite during the meeting, as well as via the on-demand educational portal and the IGCS 2025 mobile application.*

*\*\*In general, LBAs are considered only for oral presentations in plenary sessions, however, in some cases based on the available slots in the program, LBAs may be assigned to other presentation categories such as short oral presentations, etc.*

*Please note: Only accepted LBA shell submissions will be considered for late-breaking abstract presentations.*

For more details on the different presentation categories, please see below.

## ABSTRACTS

- **Oral Abstract Presentations (Plenary Sessions)**

A limited number of meritorious abstracts will be accepted for oral presentations (regular and late-breaking abstract submissions). The presentations will occur during the general plenary sessions of the meeting.

- **Short Oral Abstract Presentations (IGCS Poster Talk sessions)**

A limited number of abstracts will be accepted for the IGCS Poster Talk sessions. During these unique sessions, authors are expected to prepare a 3-minute oral poster presentation of 1 slide (excluding title and COI slides) in the form of a poster. The exact criteria will be advised via the acceptance notifications, including the poster slide template. Additionally, the presenting authors are requested to prepare an ePoster to be uploaded to the IGCS 2025 ePoster Gallery using pre-defined specifications, which will be shared upon acceptance.

- **Featured Printed Posters (Poster Rounds with the Professors sessions)**

Some abstracts will be invited to display a traditional printed poster as part of the engagement area onsite. Meeting registrants will be able to view the posters during the meeting and hear the short verbal presentations during the scheduled Poster Rounds with Professors sessions. Poster presenters are also required to submit an electronic version of the poster for the ePoster Gallery prior to the meeting using pre-defined specifications, which will be shared upon acceptance.

- **ePosters**

An ePoster is an electronic poster displayed digitally instead of being printed on paper as a traditional poster. Meeting registrants will be able to view the electronic posters during the meeting via the ePoster stations onsite, as well as the IGCS 2025 educational portal and mobile application. ePoster presenters are required to submit their ePosters prior to the meeting using pre-defined specifications, which will be shared upon acceptance. There are no designated presentation dates and times for ePosters. Further details will be shared upon acceptance. All accepted TiP and case study abstracts will be considered for ePoster presentation only.

## SURGICAL FILMS

- **Featured Surgical Films**

A limited number of high-quality surgical films will be slotted into a Featured Surgical Films session. Presenting authors will be requested to narrate their film live while it is being played muted on screen in the session hall. Further details will be shared upon acceptance.

- **On-Demand Surgical Films**

Accepted surgical films will be available throughout the meeting for on-demand viewing in the onsite Surgical Film Cinema and the IGCS educational portal.

## **ABSTRACT EMBARGO POLICY**

1. Abstract titles, authors, and affiliations may be made public upon acceptance into the IGCS 2025 scientific program.
2. Full abstracts may be made available to registered attendees in advance of the program dates.

For the full IGCS 2025 Abstracts Embargo Policy, please [click here](#).

## **QUESTIONS**

For any questions regarding the above guidelines and regulations or any other matter pertaining to abstract submission for the IGCS 2025 Meeting, please contact [igcs\\_abstracts@kenes.com](mailto:igcs_abstracts@kenes.com) and we will be pleased to assist you.