SAENIS

EFFI-CYCLE 2023

(Season-14)

Future Mobility

Team Registration & Fee Guidelines

Version: 1

Release Date: 20th April 2023

1. Team Requirements

1.1 Team Structure:

- **Student Members:** Minimum 5 to maximum 13 student members/team
- **Faculty Advisor:** One faculty advisor/ team must be appointed by College/University.

1.2 Eligibility:

All participants must be enrolled in undergraduate degree programs under any engineering disciplines.

1.3 SAE Membership Requirement:

All the team members and faculty advisor should have **active and valid SAE membership**. In case of not having SAE membership at the time of team registration, write **A/F** in the registration form. The membership must be taken in due course of time and active membership proof should be produced at the time of main event. For SAE membership visit www.saeindia.org

2. Registration Procedure

2.1 **EFFI-CYCLE 2023** registrations will follow a 3-step procedure as explained below:

Registration initiation through online form & further allocation of team ID

Step 1 : Online Form Submission
• Selection of Competition Segment
• **1.Segment-1 : Advance Hybrid**
• **2.Segment-2 : Effi-Que**
• **3.Segment-3 : Effi-Que ADAS**

Step 2 : Upload of Scanned & Signed Forms by Uploading at User's Account
• Signatures & approval on printed Registration Form
• Signatures & Approval on Bank Declaration/Prize money Re-imbursement Form
• Upload of both Scanned copies at User's Account on Registration Portal

Step 3 : Fee Submission
• Submission of Fees online through Instamojo payment Gateway to SAENIS account.

2. Online Registration Procedure

IMPORTANT

Registration of teams for EFFI-CYCLE 2023 will be done online through the link https://effi.saenis.org/

2.2 . A valid email ID and mobile number should be used to create an account at registration portal. The same email ID will be used for sending verification code. After submitting verification codes, user may login to portal and fill the online registration form. The email ID used for account creation shall be automatically taken as team email ID in the form and it cannot be changed later. Hence, it is advised to create a separate email ID for team and use it for registration and all future communications. *[To create a New Team: **Not a Member? Click Here**]*

2.3 There will be 3 Segments in Season-14:

(1) SEGMENT-1: ADVANCE HYBRID

(2) SEGMENT-2: EFFI-QUE

(3) SEGMENT-3: EFFI-QUE ADAS

2.4 An Institute can register one or multiple teams for each Segment. A team can participate in any one of the selected Segment. If an institute participates with more than one team, no team member should be common in any 2 or more teams. Even if such entries are made, these will be considered invalid. Organizing committee may ask to change such duplicate entries.

Participant must correctly choose the Event Segment in online form.

2. Online Registration Procedure

2.5 Teams should fill all the details very carefully as required in the registration form. Photos of the team member and faculty advisors can also be uploaded online through the photo icons given in the form. [Max 512Kb]

2.6 After successful submission of registration form, a confirmation message will be displayed & Sent to registered mobile number & email address.

2.6.1 Every team will be assigned a **Team Registration ID.** Team Registration ID will be a 5 digit number with last 3 digits showing the sequence of their registration for Efficycle-2023. Teams should mention this team registration ID as a reference wherever required in further communications.

2.6.2 In the confirmation message, a link will be provided to **print or download the registration form.** The form may be downloaded or printed from the given links. It can also be downloaded from user's account later on.

2.6.3 Auto generated confirmation mail for successful Initiation of registration will be sent to registered team email ID. Team will also receive a confirmation message at Team Captain's registered email ID.

2.7

IMPORTANT

All registering teams must provide the details of the Bank Account Declaration for Credit of Award Amount / Fee reversal / Refund. This form will be called Prize Money Reimbursement Form or Bank Account Declaration Form .

For any problem faced during online registration procedure, write to efficycle.teams@saenis.org.

2. Online Registration Procedure

2.8 Submission of College Approval by Uploading at User's Account:

2.8.1 Affix a good quality recent color photographs of all the required members on the registration form, if not uploaded digitally during filling the form online [File Size while uploading online should not exceed 512kb].

2.8.2 Registration form must be dully signed by Team captain, Faculty advisor, Reference Contact Person (Dean/HOD/Director) and College stamp should be affixed.

2.8.3 The hard copy of the Registration form should be kept safe in team's record. It will be required at the time of main event.

2.8.4 If it is required at a later stage to change the team details, the changes may be performed online from user's account itself. All changes must be carefully saved. After such changes, the revised registration form should be downloaded. The approved copy of the revised form should be uploaded again at the registration portal. In case a team fails to do so the changes will be void & rejected by the Organizing Committee.

2.8.5 It is mandatory to submit the Bank Account Declaration form (Prize Money Reimbursement) Online. The same would be Auto generated with the team details & is required to be uploaded, to complete the registration process.

If it is not possible to take the signature of college authorities on the Registration form, the approval maybe taken on email from Faculty advisor and Reference contact person (Dean/HOD/Director). A combined pdf should then be uploaded online, file should be made with Registration Form followed by email approvals.

3. Instructions to Fill Online Registration Form

All mandatory fields must be filled and teams must provide the correct information in the form.

3.1 Any team member's personal email ID cannot be used as Team email ID. It is recommended to keep the team email ID very simple and to include team name in it for easy identification.

3.2 Teams should not use the word "Team" in the team name. For example, if the team name is ABC, DON'T WRITE the name as "Team ABC".

3.3 Details of reference contact person (HOD/Dean/Director of college) must be filled correctly.

3.4 Only one team can be registered with one team email ID. If different teams are registering from same institute, separate team email IDs should be used.

3.5 One Institute can participate in different Segments of the event with different teams.

4. Registration Fee Guidelines

4.1 Teams may start paying the Phase-I participation fee from **27th April 2023**. Those teams, who have successfully uploaded the approved copy of the registration form & Bank Account declaration form (Prize Money reimbursement Form) will subsequently receive its acknowledgment & Go ahead for paying the Phase-II Registration Fee.

Fee Structure

Phase-I:

Phase-I, SEGMENT 1: **Rs. 25,000/-** (Rupees Twenty-Five Thousand) *incl GST*

Phase-I, SEGMENT 2: **Rs. 30,000/-** (Rupees Thirty Thousand) *incl GST*

Phase-I, SEGMENT 3: **Rs. 30,000/-** (Rupees Thirty Thousand) *incl GST*

It include SAE Membership (1 year) as a benefit to the team member.

[1] **Phase-II: Rs. 10,000/- (Rupees Ten thousand)** *Incl GST*

To be submitted later when announced by Organizing Committee (tentatively in July' 2023), guidelines will be released separately. [***Phase-II Fee will be waived off for ALL FEMALE PARTICIPATING TEAMS****]*

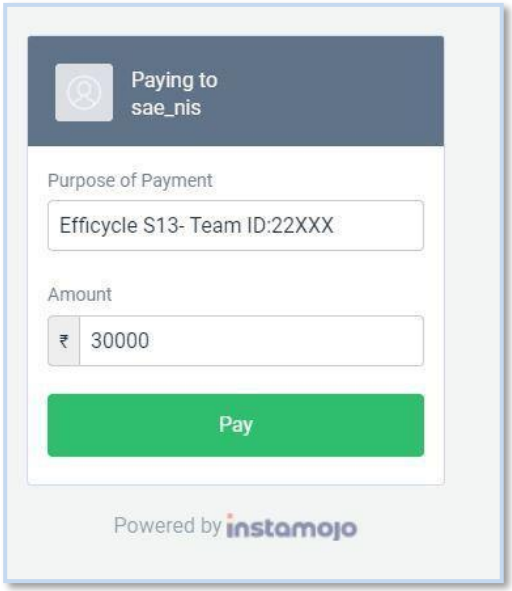
[1]**In Phase-II, teams will be given concessions of Rs.1000/- per girl participant in the team, maximum up to Rs. 6000/- per team.**

If there is any change in Team members later on, participation fee will be as per actual.

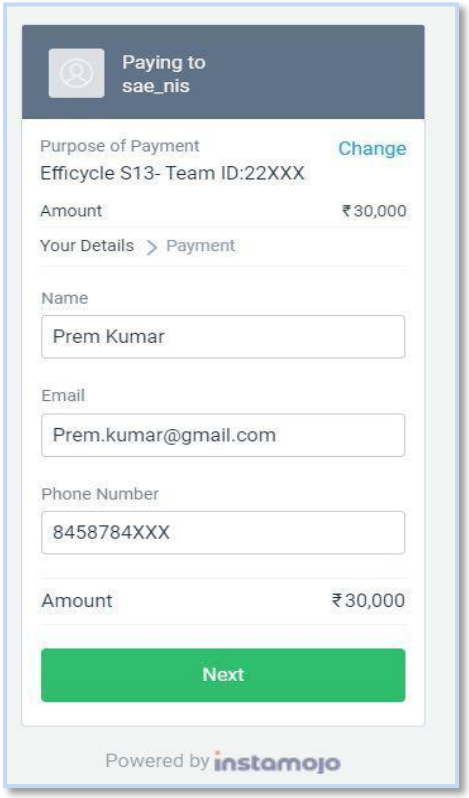
4. Registration Fee Guidelines

4.2 Fees must be paid by teams directly to SAE NIS: **ONLY THROUGH INSTAMOJO PAYMENT GATEWAY**

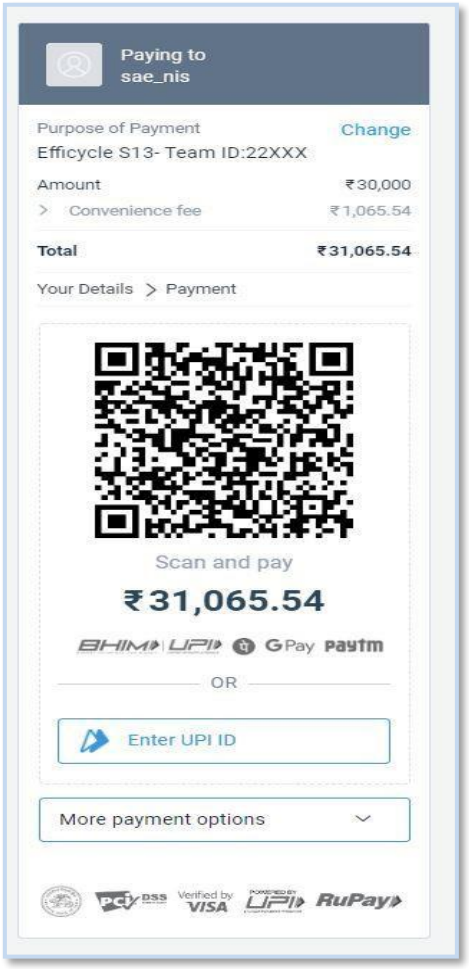
STEP-1



STEP-2



STEP-3



IMPORTANT

After Making Online Payment, Proof of transaction to be kept for future reference.

For any problem faced during fee payment, write to efficycle.teams@saenis.org & saenis@gmail.com.

4. Registration Fee Guidelines

4.3 Below are Guidelines for Event Stay:

4.3.1 Participating Teams must choose from 2 Options provided at registration portal:

a)Organization Committee (OC) Managed Stay b)Self Arranged Stay

4.3.2 Incase a team Chooses option a) [Confirmation will be Given 1 month Before the Event Date[2]].

Incase team chooses Option b) The team would be responsible for making arrangements of Stay near the event venue, on all event days.

IMPORTANT

[2] **OC will confirm if Stay can be provided based on the availability & following first-cum-first serve basis.**
In case stay is not available through OC, teams have to make their own arrangement of stay and reaching the venue on time, on all event days.

For any problem faced during fee payment, write to efficycle.teams@saenis.org.

5. Important Links

5.1 Queries related to Registration & Fee : efficycle.teams@saenis.org

5.2 Technical Queries : efficycle.technical@saenis.org

5.3 Official announcements : http://effi.saenis.org/

5.4 Official Facebook group : facebook.com/groups/EfficycleSAENIS/

Efficycle Organizing Committee

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