

SOUTH ASIA EDITION 2025

Guidelines for Registration and Abstract Submission

- 1. All participants must register using the official online forms provided on the conference website.
- 2. Two registration options are available:
 - o **Option A:** Attendee Only (for those who wish to attend without submitting an abstract).
 - o **Option B:** Presenter (for those who wish to present paper, abstract submission is required).
- 3. Please provide accurate details while filling out the forms, as these will appear in the official records.
- 4. A valid email address is essential for all communication.
- 5. Registration is mandatory for all attendees and presenters.

Option A: Attendee Only

Option 1: Register as Attendee

If you would like to **attend the conference without presenting**, please follow these steps:

- 1. Fill out Form: Attendee Registration completely.
- 2. Provide the following details:
 - Full Name
 - Email ID
 - Country and City
 - Name of Institute
 - Level of Degree



SOUTH ASIA EDITION 2025

- Specialization (optional)
- 3. Click **the declaration** to complete your registration.
- 4. Please take a screenshot of your successful registration confirmation displayed on the website after you complete the registration process. This screenshot will serve as proof of successful registration and may be required for future correspondence.

Option B: Presenter Registration (With Abstract Submission)

For students intending to present a paper, the registration process must be completed in two phases:

Step 1: Download Mandatory Templates

All participants are required to download the following two templates available on the conference website:

- 1. Abstract Submission Template
- 2. Supervisor Consent Letter Template

Both documents must be duly filled as per the given instructions. The completed abstract (in Word format) and the signed supervisor letter (in PDF format) must be uploaded while filling out the registration form provided at the bottom of the conference website.

Step 2: Complete Registration in Two Phases

After preparing the above documents, participants must complete the registration process in two phases as outlined below.

Phase 1: Presenter Registration

- 1. Click on Register as participant and submit abstract
- 2. Enter the following details:
 - o Full Name



SOUTH ASIA EDITION 2025

- o Email ID
- Country and City
- Name of Institute
- Level of Degree
- Specialization (optional)
- 3. Click **the declaration** to move to next section.
- 4. Click **Proceed to Abstract Submission** to continue to Phase 2.

Phase 2: Abstract Submission

- 1. Fill the following:
 - Abstract Title
 - Select the Main Theme
 - Select the Sub-theme
- 2. Complete both documents as per the instructions:
 - Prepare your abstract in the official template and save it as a Word file (.doc/.docx).
 - Get your supervisor's signature on the consent letter and save it as a PDF file.
- 3. Upload both files in the respective fields:
 - Abstract (Word file)
 - Supervisor Consent Letter (PDF file)
- 4. Click **Submit** to complete your registration and submission.
- 5. Please take a screenshot of your successful registration confirmation displayed on the website after you complete the registration process. This



SOUTH ASIA EDITION 2025

screenshot will serve as proof of successful registration and may be required for future correspondence.

Contact and Support

If you face any issues while filling the registration form, kindly contact us at: iscmgehsouthasia@gmail.com

You can also reach out to our Student Volunteer Team for assistance

Name	Role	Email
Pratik Godbole	Organizing Secretary	prateek15godbole@gmail.com
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