

Event Registration Guide

1. Registration Fee is PKR 10,000/Institution. This one-time registration fee enables respective institutes to register for all the modules of WSW 2024-IST.
2. Registration form can only submitted after paying the registration fee in the following Account :
 - a. **Account Title:** IST Professional Development Center
 - b. **Account No:** 0001894146 **or**
IBAN:PK49JSBL9567000001894146
 - c. **Bank:** JS Bank, Sihala Branch Islamabad, Pakistan

Steps to register Student Participants for World Space Week 2024 - IST.

1. For registering Students, Space Ambassadors first have to submit the registration fee by clicking at the register now button.
2. On the payment portal you will be asked to enter the payment details, transaction ID date of the transaction, and a clear screenshot of the transaction.

Payment Details

Transaction ID *	Date of Transaction *
<input type="text"/>	<input type="text"/>
Bank Name *	Picture of Transaction *
<input type="text"/>	<input type="text"/>

Only jpg, jpeg and png files allowed of maximum size 2 MB. You can reduce the size of your image from [here](#).

3. After successful submission of the payment, you will receive an email with the link of for event Participation.
4. Click on the link at the end of the received email. It will redirect you to the Students Registration Form that looks like this.

Participation Details

How to Select Categories and Modules:

1. As a Space Ambassador, please select from the 10 categories listed below.
2. Each category contains multiple modules, and you'll need to assign participants to the modules.
3. Ambassadors can register only one participant or one team of participants depending on the event, for each module.
4. If you do not have any participants for a specific category, you can uncheck that category.
5. Write the correct spelling of each participant's name, as this spelling will be used for their participation certificate.
6. Use the "Save" button frequently to save your progress and return to complete the form later.
7. Only press "Submit" when you have registered all participants in the relevant modules.

If you have any questions or need assistance, feel free to contact:

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Modules Categories

- | | |
|--|---|
| <input checked="" type="checkbox"/> A-Space Recitation | <input checked="" type="checkbox"/> F-Space Models and Collectibles |
| <input checked="" type="checkbox"/> B-Space Trivia | <input checked="" type="checkbox"/> G-Space Art & Design |
| <input checked="" type="checkbox"/> C-Space Creative Writing | <input checked="" type="checkbox"/> H-Space Performing Arts |
| <input checked="" type="checkbox"/> D-Space Technology Applications | <input checked="" type="checkbox"/> I-Space Life & Sustainability |
| <input checked="" type="checkbox"/> E-Space Technology Demonstration | <input checked="" type="checkbox"/> J-Space for Climate Change |

Next >

Save

5. Your Ambassador ID, name, Email and institution name will be filled by Default here.
6. Click on the category in which you wish to participate. (A list of Modules is available on our website). After clicking on the category click **Next**. A new window will be opened.

World Space Week 2024: Participant Registration Form

A-Space Recitation

1-Space In Quran: Explanation of Universe (Male)

Participation Details: Max 01 Participant | Class 06-08 (Male)

Module Format: Recitation

Description: Participants will have the chance to recite verses from the Quran that talk about the universe and its connection to climate science. Each recitation is limited to 3 minutes.

Name of the Participant

Grade

Please select the class of the participant

7. Enter the Name of the Participant and their respective Grade for Each Module. After entering the name you will get a prompt on how many slots

are available in that particular Module.

A-Space Recitation

1-Space In Quran: Explanation of Universe (Male)

Participation Details: Max 01 Participant | Class 06-08 (Male)

Module Format: Recitation

Description: Participants will have the chance to recite verses from the Quran that talk about the universe and its connection to climate science. Each recitation is limited to 3 minutes.

Name of the Participant	Grade	Slots Available
<input type="text" value="1224"/>	<input type="text" value="Class 06"/>	40 <small>These are total number of slots available in this module.</small>

8. After you finish entering all the names in this category click on Save at the end of the page.
9. Please make sure that the name Spellings and Grades of the Students are correct, as they will be used later for certificates and souvenirs.
10. Next click on another category and repeat the process until you enter student names in all the Modules you wish to participate.
11. Each Module has a number of maximum participants that depicts the number of students that can participate from your institute.
12. You can register either one student or multiple depending on the slots available in Modules which allow more than one participants or leave a Module empty if you do not wish to participate in that Module.
13. You can get back to your form by clicking the link that you receive on your email at any time.
14. Once your Student registration is complete. Click on the **Submit Button**. Your entries will be recorded and you will receive a confirmation Email.

In case of any queries:

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