



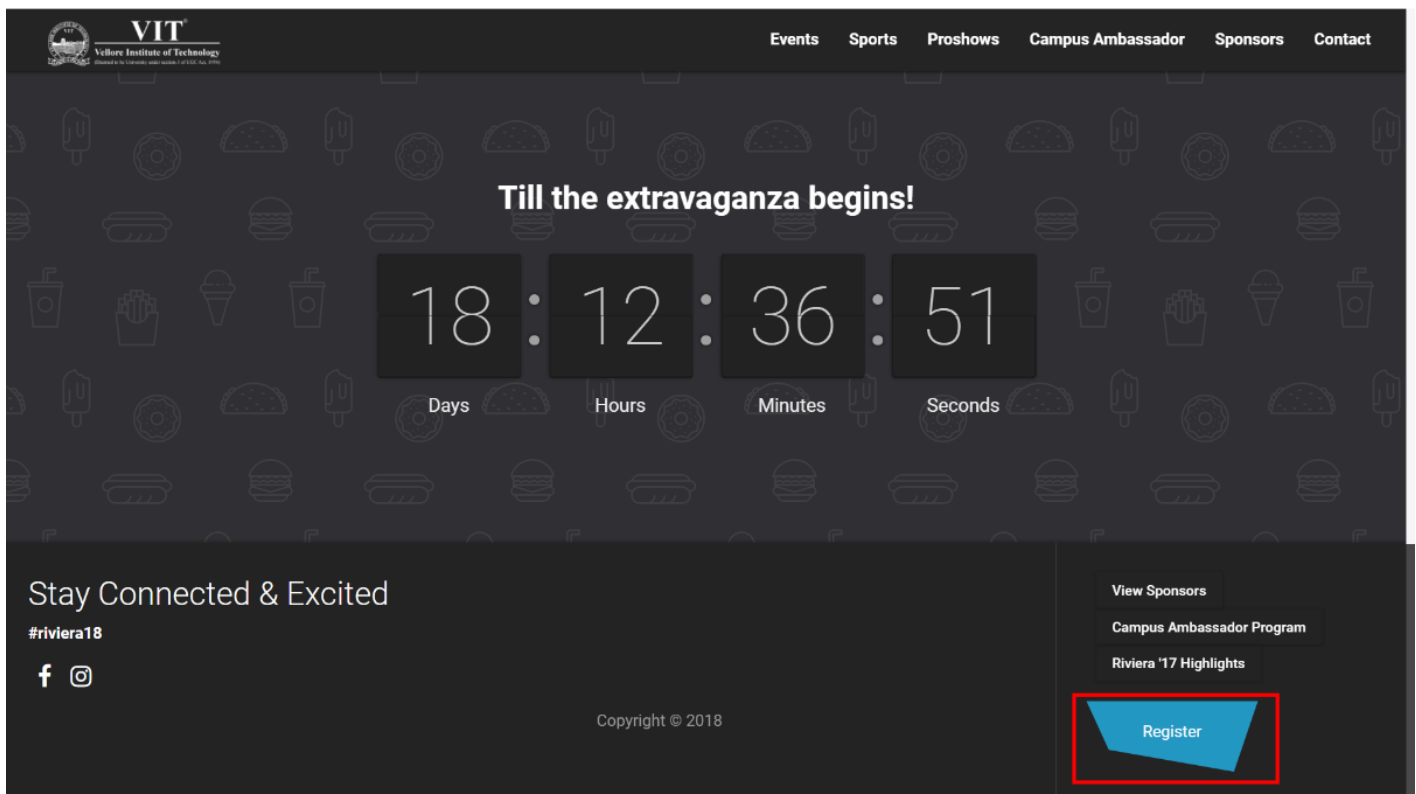
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EXTERNAL REGISTRATION HELP MANUAL


External Registration Portal

1. Visit official Riviera'18 website at www.vitriviera.com and scroll down to find the 'REGISTER' tab.
2. Click on the 'REGISTER' tab to open the Riviera 2018 online registration portal.



Ambassador Registration

1. Click on 'AMBASSADOR REGISTRATION' option given below.



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Vellore Campus

Riviera 2018
15th - 18th February 2018

RIVIERA 2018 ONLINE REGISTRATION

ONLY FOR EXTERNAL PARTICIPATION

External Participants Login

[Go back riviera HomePage](#)

Email Id


Password (OTP)

Verification Code

[Forgot Password ?](#)

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2. Fill up all the required details and click on the 'REGISTER' option. 'AMBASSADOR OTP VERIFICATION' page will show up.



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Ambassador Registration

College State *

College Name *

Note - If your college name doesn't exists, send college details to registration.riviera@vit.ac.in

Ambassador Name *

College Register Number *

College Address *

Study Year *

Mobile Number *

Email id *

Ambassador Type *

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3. Click on Send OTP. Enter the OTP you received on your registered phone number and click on Submit.

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Riviera™
2018
15th - 18th February 2018

Go Back

Ambassador OTP Verification

Registered Successfully

Ambassador ID: A0189

Ambassador Name: Test

Mobile Number: 9950022278


Enter OTP: 2uw5 ✓

Send OTP

Submit

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4. On successful verification, your ambassador registration will be completed.

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Go Back

Ambassador OTP Verification

Registered Successfully

Ambassador ID: A0189

Ambassador Name: Test

Mobile Number: 9950022278

Send OTP


✓

Registered Successfully


OK

External Participant Registration

1. New users click on the 'EXTERNAL NEW REGISTRATION' option given below. If you have already registered you need not register again.

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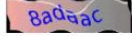

RivieraTM
2018
15th - 18th February 2018

External Participants Login

[Go back riviera HomePage](#)

Email Id

Password (OTP)

Verification Code  

Login


[Forgot Password ..?](#)

[Ambassador Registration](#)

[External New Registration](#)


2. Fill up all the required details and click on the 'REGISTER' option to visit 'EXTERNAL OTP VERIFICATION PAGE'.

NOTE: Same Mobile Number and e-mail ID cannot be used for multiple registrations.

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2018
15th - 18th February 2018

External Registration

College State *

College Name *

Reference *

External Candidate Name *

College Register Number *

College Address *


Mobile Number *

Email id *

[Register](#)

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3. Enter your registered mobile number and click 'SEND OTP' to receive OTP. Enter the OTP received via text and click 'SUBMIT'. Same OTP will be used every time for login. After successful verification, click 'GO BACK' option at the top right corner, you will be redirected to the 'RIVIERA 2018 ONLINE REGISTRATION' page.

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RIVIERA 2018 ONLINE REGISTRATION

Press **F11** to exit full screen

ONLY FOR EXTERNAL PARTICIPATION



Riviera
2018
15th - 18th February 2018

External OTP Verification

[Go Back](#)

Mobile Number ✓

[Send OTP](#)

*you will receive OTP on this number

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External OTP Verification

[Go Back](#)

Mobile Number

[Send OTP](#)

Enter OTP

[Submit](#)

*enter the OTP and click submit



External OTP Verification

[Go Back](#)


Verified Successfully

Mobile Number

[Send OTP](#)


*after successful verification, go back to the previous screen

4. Fill up your registered email id, OTP, captcha to login. You will be redirected to the home page.

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External Participants Login

[Go back riviera HomePage](#)

Email Id

Password (OTP)


Verification Code

[Forgot Password .?](#)



*enter your email id, OTP received, verification code and press "Login"

Sports Registration

1. You are now logged in now you can register for events, sports, merchandise and accommodation.

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 RV18000242  Logout

[Home](#)
[Delegate Registration](#)
[Event Registration](#)
[Merchandise Registration](#)
[Sports Registration](#)
[Accommodation](#)
[View Registration](#)
[Make Payment](#)
[Contact Us](#)

Riviera '18

Registration Id	RV18000242
Candidate Name	Test
Mobile Number	
Ambassador Registration	A0000
Email Id	

*you are now logged in. You can register for events, sports, merchandise and accomodation by using the menu on the left.

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2. If you want to register for sports you are requested to click directly on '**Sports registration**' (You are not required to pay delegation fees for sports events)
3. In sports registration you are required to select the sport you want to register.

- Home
- Delegate Registration
- Event Registration
- Merchandise Registration
- Sports Registration
- Accommodation
- View Registration
- Make Payment
- Contact Us

Riviera '18

Sports Registration

Registration ID

RV18000242

Select Sports


-- Select Sports Category --

-- Select Sports Category --
BADMINTON(MALE)
BADMINTON(FEMALE)
BASKETBALL(MALE)
BASKETBALL(FEMALE)
CHESS(MALE)
CHESS(FEMALE)
CRICKET(MALE)
FOOTBALL(MALE)
HANDBALL(MALE)
HOCKEY(MALE)
MR.RIVIERA(MALE)
SNOOKER(MALE)
SWIMMING(MALE)
SWIMMING(FEMALE)
TABLE TENNIS(MALE)
TABLE TENNIS(FEMALE)
TENNIS(MALE)
TENNIS(FEMALE)
THROWBALL(FEMALE)

*Choose your sport from the list

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- Once the sport is selected you are required to enter the names of all the players in team. Press the register button once the previous step is completed.



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RV18000242 Logout

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Riviera '18

Sports Registration

Registration ID

RV18000242

Select Sports

CHESS(MALE)

Enter Minimum 4 Candidates

Amount -> 1060

Enter Candidate Name

Enter Candidate Name

Enter Candidate Name

Enter Candidate Name

Enter Candidate Name

Enter Candidate Name

Register

*Enter the name of all the participants and click Register.

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- If you choose to take up accommodation you are required to go to 'Accommodation'.

Events/Merchandise Registration

1. If you want to register for Events or Merchandise, you must first pay a Delegate Registration Fee of Rs. 200 under the '**Delegate Registration**' tab. It is mandatory for you to pay Rs. 200.

Home

Delegate Registration

Event Registration

Merchandise Registration

Sports Registration

Accommodation

View Registration

Make Payment

Contact Us

Riviera '18

Delegate Registration

[Register here](#)

[Informal Free Events](#) [Download Informal Events](#)

*Click on the Register here button for Delegate Registration. Click on Okay to confirm. You can then move on to the Event/Merchandise Registration Tabs.

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22%

ENG

18:47

26-01-2018

2. After Delegate Registration, you can go to the '**Events Registration**' tab to register for events and '**Merchandise Registration**' to register for Merchandise.
3. Please make sure you fill all the details correctly, after selection of the events you're supposed to enter the Rivera Registration ID for verification.

Home

Delegate Registration

Event Registration

Merchandise Registration

Sports Registration

Accommodation

View Registration

Make Payment

Contact Us

*Choose your Event, Enter your Riviera Registration ID and click on Proceed to register.

Riviera '18

Riviera Event Registration

Registration Id	Candidate Name
RV18000112	

Choose the Category	PRE RIVIERA
Choose the Events	VITMUN
Total no. of participants per team	1
Amount	₹ 1017 + (GST 18%)
Enter Participants Registration Id	
RV18000112	RV18000112 Verified Successfully
Proceed	

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Sports Registration

Accommodation

View Registration

Make Payment

Contact Us

*Choose your Proshow/Merchandise combo and click on Proceed to Register.


Combos		Amount
<input type="radio"/>	D1T+D2T+D3T+D4T	₹ 1060 + (GST 18%)
<input type="radio"/>	D1T+D2T+D3T+D4T+ICN	₹ 1272 + (GST 18%)
<input type="radio"/>	D1T+D2T+D3T+D4T+IH	₹ 1399 + (GST 18%)
<input type="radio"/>	D2T+D3T+D4T+ICN	₹ 1017 + (GST 18%)
<input type="radio"/>	D2T+D3T+D4T+IH	₹ 1144 + (GST 18%)
<input type="radio"/>	D1T+D2T+IRN	₹ 762 + (GST 18%)
<input type="radio"/>	D1T+D2T+IH	₹ 890 + (GST 18%)
<input type="radio"/>	D1T+D2T+D3T+D4T+IRN	₹ 1272 + (GST 18%)
<input checked="" type="radio"/>	D1T+D2T+ICN	₹ 762 + (GST 18%)
Individual Proshow Ticket		Amount
<input type="radio"/>	D1T	₹ 424 + (GST 18%)
<input type="radio"/>	D2T	₹ 424 + (GST 18%)
<input type="radio"/>	D3T	₹ 424 + (GST 18%)
<input type="radio"/>	D4T	₹ 170 + (GST 18%)
Individual Items		Amount
<input type="radio"/>	Round Neck T-Shirt	₹ 286 + (GST 5%)
<input type="radio"/>	Collar Neck T-Shirt	₹ 381 + (GST 5%)
<input type="radio"/>	Hoodie	₹ 476 + (GST 5%)
Proceed		

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- Once the Event or Merchandise is finalised, click on the Register Button. Repeat the previous step if you would like to register for a different event.
- If you choose to take up accommodation you are required to go to 'Accommodation'.

Payments

1. You can view your total amount and registered sport, event or merchandise in '**View Registration**' (You also have an option to delete any sport/event/merchandise/accommodation you registered in View Registration option)
Note: Delegate Registration cannot be deleted.

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RV18000112 Logout

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Sports Registration
Accommodation
View Registration
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Contact Us

Riviera '18

Registration Id	Candidate Name
RV18000112	

Delegate Registration

S.No.	Participant Name	College Name	Email	Mobile no.	Payment Mode	₹
1					PENDING	₹ 200


Registered Events

S.No.	Category	Registered Events	no. of Participants	Participants RivieraID	Payment Mode	Receipt/TXN ID	₹	Action
1	PRE RIVIERA	VITMUN	1		PENDING	NOT PAID	₹ 1017	

*You can view all your Registrations and Remove them if you want to.
Note: Delegate Registration cannot be removed.

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2. If you are satisfied with your registration you are requested to proceed to '**Make Registration**' and proceed towards '**Proceed payment**'.



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RV18000112 [Logout](#)

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Riviera '18

Registration Id	Candidate Name
RV18000112	

Delegate Registration

S.No.	RegistrationId	Participant Name	College Name	Email	Mobile no.	Payment Mode	Receipt/TXN ID	₹
1	RV18000112					PENDING	NOT PAID	₹ 200

Registered Events

S.No.	Category	Registered Events	no. of Participants	Registered Participants	₹	Payment Mode	Receipt/TXN ID
1	PRE RIVIERA	VITMUN	1		₹ 1017 + (GST 18%)	PENDING	NOT PAID
Total Amount :							₹ 1017.0 + (GST 18%)

Payment Amount :


₹ 1217.0

➡ Proceed Payment

*Verify your Registrations and the amount. Then click on Proceed Payment. You will be redirected to VIT's Payment Portal.

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In case of any doubts, feel free to contact us at any time.



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Contact Information

Riviera Organiser

Vellore Institute of Technology

Vellore - 632 014

Tamil Nadu, India

REGISTRATIONS	<p style="color: #dc3545;">1. Mr. APURV KUMAR</p> <p style="color: #007bff;">Mobile : +91 8939451788</p>
	<p style="color: #dc3545;">2. Mr. VIPUL BAHETI</p> <p style="color: #007bff;">Mobile : +91 7639017722</p> <p style="color: #007bff;">Email id : registration.riviera1@vit.ac.in</p>
EVENTS AND CULTURALS	<p style="color: #dc3545;">1. Mr. AKASH SINGH KALHANS</p> <p style="color: #007bff;">Mobile : +91 9944126133</p> <p style="color: #007bff;">Email id : events.riviera@vit.ac.in</p>
	<p style="color: #dc3545;">1. Mr. ASHISH KUMAR</p> <p style="color: #007bff;">Mobile : +91 9944941900</p>

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