

Procedure for Sponsors Registration

An invitation e-mail would be sent to interested sponsors containing their username and password that would be used to login to the conference website. Please mail to nscs27@me.iitb.ac.in for receiving the invitation e-mail.

After receiving the invitation mail, please complete the process required for sponsorship by following the below mentioned steps:

1. Go to the URL <https://nscs27.ivyleaguesystems.com/>
2. **Login** using the credentials provided in the invitation mail (if you have not received your login credentials, please check spam folder or mail to nscs27@me.iitb.ac.in).
3. After login the user would be directed to a **'Complete User Sign-Up'** page. Enter all relevant details and click on 'Update User Profile' button.

(Please fill in the name of the contact person under the field 'Name' and address of the company under 'Address'. Please note that the invoice would be issued in the above name and address).

4. The home page after login would show the following tabs - Home, Author, Participant, Sponsor, Logout.
5. For sponsor registration, please go to **Participant > Conference Registration** or click on 'Register for conference' from user panel. Under Delegate category, select Sponsor and choose the type of sponsorship. Sponsorship for registration kit and memento can also be selected as an add-on.
6. Click on generate invoice to proceed to payment.

A message showing the Invoice number would be displayed. Click on 'View invoice and continue with payment'

Conference Registration

Invoice INV_38_8857_2018_3 successfully generated.

Your registration is not complete until you make payment!
[View invoice and continue with payment](#)

7. For online payment choose 'PayU' payment gateway and click on 'Pay online'. For offline transfer click on 'Offline payment details'.

8. For online payments finish online payment to view invoice and finish sponsorship process. For offline payment select mode of payment, enter transaction ID and date of transaction and click on 'Update'. A message would be displayed as shown.

Update Payment Details

Payment details successfully updated.
[Go to My registrations](#)

9. Click on '**My Registrations**' to view status of your payment. The invoice can be downloaded after the offline payment is verified by conference program chair.
10. Go to **Sponsor > Edit Sponsorship** and enter relevant details. Click on 'Update sponsorship'. A message '**Sponsorship successfully updated**' would be displayed.
11. Go to **Sponsor > Add sponsored candidates** to add details of delegates for complementary registration.
12. After completion of registration process, please inform us your preferred exhibition booth location through mail to nscs27@me.iitb.ac.in. Please visit '<http://nscs27.com/exhibit/>' for the layout of booth locations.

The Bank account details of NSCS -27 are given below:

Account Name : NSCS 27
Account No : 2724201010342
IFSC code : CNRB0002724
Bank Name : Canara Bank
Branch : IIT Powai