

Attendee and Registration Guidelines

This document provides clear guidelines on all procedures and policies for attendees, guests that the TEDxMahindraUniversity team will follow.

All attendees must adhere to the rules stated below for their registration to be accepted by the organisers and to be permitted entry, access to TEDxMahindraUniversity's event. The Team @ TEDxMahindraUniversity reserves all rights to refuse entry in case of any violations found.

Please redirect any queries to our email: tedx@mahindrauniversity.edu.in

Important Information for Registrants

1. **Event Date:** Saturday, 31st January, 2026
2. **Attendee Registration Check-in Timings:** 09:30 A.M to 10:25 A.M (IST)
3. **Auditorium Gates Open:** 09:30 A.M (IST) – Only for registered attendees with physical entry passes allotted post security clearance and registration completion
4. **Entry and Attendee Registration Check-in Policy:** Attendees are requested to complete their registration before 10:20 A.M (IST), as the registration check-in process will close at 10:25 A.M. (IST).
5. **Event Timing:** 10:30 A.M to 04:30 P.M (IST)
6. **Venue:** Dr. APJ Abdul Kalam Auditorium, Mahindra University, Survey No: 62/1A, Bahadurpally, Jeedimetla, Hyderabad, Telangana 500043
 - a. For easy navigation to Mahindra University, you can use the Google Maps link to find us: <https://g.co/kgs/Nd2tuhX>
7. **Event Website:** www.tedxmahindrauniversity.com
8. **TEDx Event Page:** <https://www.ted.com/tedx/events/66941>



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9. The event registration form can be accessed here: <https://tally.so/r/q4ae18>. In order to be approved as an attendee, you are required to complete the payment of 999/- INR to UPI ID: “MAHINDRAUNIVERSITY@icici”, and our team will provide you with an update on your status.
 - a. The registration will be treated as complete after an approval email from Luma, confirming your spot at TEDxMahindraUniversity 2026, after the payment has been acknowledged from our team.
 - b. Our team will be using QTap devices. Hence, it's mandatory for all attendees to carry their Mahindra University ID cards for entry into the event venue and its associated premises.
 - c. The registrations will be live only from 06:00 P.M. (IST) onwards on Friday, 2nd January, 2026, and will close upon reaching 100 capacity.
 - d. This is a paid event, therefore, you must submit the tally form and payment within the registration time frame, from 06:00 P.M. (IST) on Friday, 2nd January, 2026 onwards until we close 100 registrations.
 - e. Registrations will be processed on a first-come, first-serve basis.
 - f. Please note that as we are operating under a TEDx licence, the event capacity is 100 registered attendees only.

Entry Rules and Regulations

1. **For all attendees**, please note that the attendee registration check-in process will only be open between 09:30 A.M and 10:25 A.M due to limited seating capacity and security restrictions. Entry will be denied to anyone unable to provide a confirmed email registration or a valid ticket (Mahindra University ID card), or those arriving after 10:25 AM. Additionally, access to the venue requires presentation of valid government ID cards, as outlined in this document. This decision is final and binding.
2. **The attendee registration check-in process will be closed at 10:25 A.M. No attendee will be allowed to enter the venue after registration desks are closed.**
3. Exiting the auditorium is permitted only during designated lunch and tea breaks. Re-entry into the auditorium during sessions is not allowed.
4. **Rights of Organisers:** Entry may be refused by the organisers to any attendee who fails to comply with the event and venue rules and regulations.
5. **Refund/Cancellation/Transfer/Resale of tickets is not permitted.**
6. **Identity Verification and Ticket Verification:** Participants will only be allotted seats after Identity Verification (Government Approved Photo IDs, Mahindra University IDs) and Ticket Verification (Email Confirmation from Luma and Mahindra University ID Card – for QTap Check-in)
 - a. **Accepted Government Approved IDs:** Aadhar Card (Original in Print, eAadhar via DigiLocker), Passport, PAN Card.
 - b. **No Screenshots will be accepted. Printouts (non-original) will not be accepted. No Card Versions of the Aadhar Card will be accepted.**
 - c. **Strict Document Requirements:** Please carry your Mahindra University ID card since our team will be using QTap devices for check-ins.

Terms and Conditions

By agreeing to the terms and conditions, you accept all rules and regulations set by the organisers at TEDxMahindraUniversity.

1. Each ticket / confirmation admits one attendee only.
2. All registrations are subject to verification, any discrepancy may result in cancellation of registration.
3. Attendees arriving late at the venue will not be guaranteed seating unless the organiser is notified in advance in case of an unforeseen emergency via email at tedx@mahindrauniversity.edu.in. All requests will be considered on a case-by-case basis, and the organiser's decision will be final and binding.
4. Attendees are required to have their attendee pass, issued during the attendee registration check-in process, with them at all times during the conference and at the venue. It will be requested for access to lunch and other conference deliverables, ensuring a seamless TEDxMahindraUniversity experience.
5. Food and beverages will be provided exclusively for ticketed and seated attendees.
6. **Parking Information:** We advise students to utilise the Multi-level Car Parking, while faculty can use the regular parking areas on campus.
7. Attendees may be asked to leave the venue without any refund liability in the event of behavioural misconduct. Such action is subject to the final and binding decision of the conference and venue management.
8. The use of flash photography and video recording is not permitted at the venue under any circumstances.
9. The consumption of prohibited substances, including illegal drugs, alcohol, unauthorised medications, or any other listed substances, is strictly prohibited at the conference venue. Carrying of food items, alcohol, cigarettes, weapons, inflammable and banned substances into the event premises is strictly prohibited.



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10. The Organiser(s) do(es) not take any responsibility for loss or theft of any personal belongings of an attendee.
11. **Please note that there will be no refund for no shows.** Guests who do not report for the attendee registration check-in process will have to forfeit their ticket. The ticket cannot be transferred to anyone else.
12. Upon registration and payment, you acknowledge that all provided details are accurate. Any individual found in possession of duplicate or forged passes, ID proofs, or tickets will be required to leave the venue.

We appreciate your attention to the guidelines for TEDxMahindraUniversity. Your adherence is crucial for a seamless and enjoyable experience for all. Our team is dedicated to providing an inspiring and safe environment for all attendees, guests, and speakers. Please reach out to us at tedx@mahindrauniversity.edu.in in case you have any queries

Best wishes,

Team TEDxMahindraUniversity