

GENERAL INSTRUCTIONS AND GUIDELINES

Last Date of Registration: 20 January, 2026

Registration Link:

www.donboscoitggsipu.org/spardha/index.html

Student Coordinators:

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SPARDHA'26

GENERAL INSTRUCTIONS AND GUIDELINES FOR PARTICIPANTS

Welcome to SPARDHA'25, an Inter-College Sports Tournament!

In order to ensure smooth conduct of the event and a memorable experience for everyone, please follow the instructions and guidelines below:

1. Registration and Identification

- **Registration Deadline:** Ensure your team or individual registration is complete before the stipulated deadline.
- An Institute/College/University can register a maximum of two teams per sport.
- **ID Cards:** Participants must carry their college ID cards at all times and present them during check-in or when requested by the organisers.
- **Authorisation Letter:** A common authorisation letter for all the events is on the letterhead of the College/Institution and must be signed by the Head of the Institution or the Faculty Sports Coordinator, and must be handed over at the registration desk. The sample format is attached to the invitation email/document.

2. Cancellation and Refund

- **Registration Cancellation:** Participants may cancel their registration within a specified time frame before the event. Cancellation requests must be submitted in writing via spardha.dbit@gmail.com.
- The Following cancellation charges will apply:
 - **Before 20 January, 2025** – 75% refund.
 - **on 22 January, 2025** – 60% refund
 - **after 22 January, 2025** – no refund
- **Processing of Refunds:** Approved refunds will be processed within 7-14 working days to the original payment method. Any transaction fees or service charges incurred during the payment process may be deducted from the refund amount.
- SPARDHA'25 reserves the right to cancel the Tournament/Event due to unforeseen circumstances, including but not limited to:
 - Insufficient registrations.
 - Government restrictions or legal issues.
 - Natural disasters or force majeure events.
 - Any other operational challenges beyond Spardha's control.
- In cases of SPARDHA cancellation, the registration fee will be fully refunded to Participants.

3. Code of Conduct

- **Sportsmanship:** All participants must display the highest standards of sportsmanship and respect for opponents, referees, and organizers.
- **Behaviour:** Misconduct, abusive language, or physical altercations will lead to immediate disqualification.

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- **Rules Adherence:** Follow the rules and regulations specific to your sport. Decisions made by the referees or officials are final.

4. Match Guidelines

- **Punctuality:** Teams must report to the venue at least **45 minutes before** the scheduled match time. Late arrivals will result in disqualification.
- **Warm-Up:** Designated warm-up areas will be provided. Do not enter the play area until permitted.
- **Dress Code:** Participants must wear appropriate sports attire, including required safety gear (e.g., helmets, knee pads).

5. Tournament Structure

- Match formats, including **knockout rounds, Semifinals, or finals**, will be shared in advance.
- Ensure you check the schedule regularly for updates or changes.

6. Medical and Safety

- A **first-aid team** will be available on-site for any injuries or emergencies.
- Participants must inform organizers of any pre-existing medical conditions.
- Hydration stations will be set up at various points. Stay hydrated!

7. Prohibited Items and Activities

- Alcohol, drugs, and smoking are strictly prohibited on the premises.
- Do not bring any sharp objects or items that could be deemed a safety hazard.

8. Appeals and Protests

- Any disputes or protests must be submitted in writing to the **Jury of Appeal** within **30 minutes** of the match's conclusion and a fee of ₹1000/- (₹ One Thousand Only) will be applicable, which is not refundable.
- The decision of the Committee will be final and binding.

9. Spectator Guidelines

- Spectators are allowed to cheer up their team and the players of the college/institute.
- The spectator must carry their college ID cards and Aadhaar cards at all times and present them during check-in or when requested by the organizers.
- Cheer for your teams positively and respectfully. Avoid any behaviour that disrupts the game.
- Spectators must remain in designated viewing areas and not interfere with match proceedings.

10. Prizes and Recognition

- Winning teams and runners-up will receive cash prizes, medals, and certificates.
- The college/Institution scoring the highest score as an aggregate will be awarded the Trophy of the Tournament (The score weightage sheet of each event for the winner and runner-up is attached).