

FISU – Online Accreditation System

Chengdu 2021 FISU World University Games

28 July-8 August 2023



FISU
WORLD
UNIVERSITY
GAMES
SUMMER

Media

Online Registration Guideline

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1. CREATION OF THE ACCOUNT

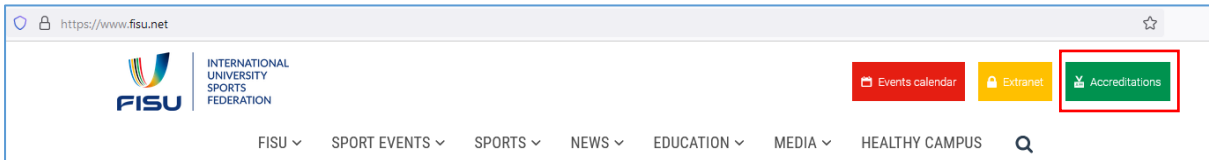
1.1. INTRODUCTION

Registration to the Chengdu 2021 FISU World University Games is easy and requests two steps:

1. Account creation on the FISU Online Accreditation System (OAS)
2. Online registration

OAS is available:

- On top of <https://www.fisu.net/>



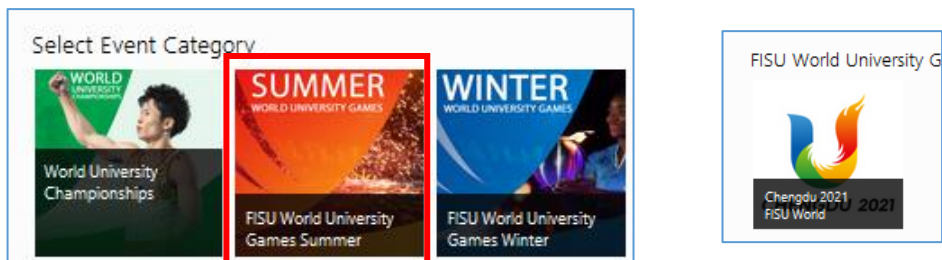
- Or directly here: <https://accreditation.fisu.net/sites/universiades/SU2021/Pages/Home.aspx>

1.2. OAS REQUIREMENTS

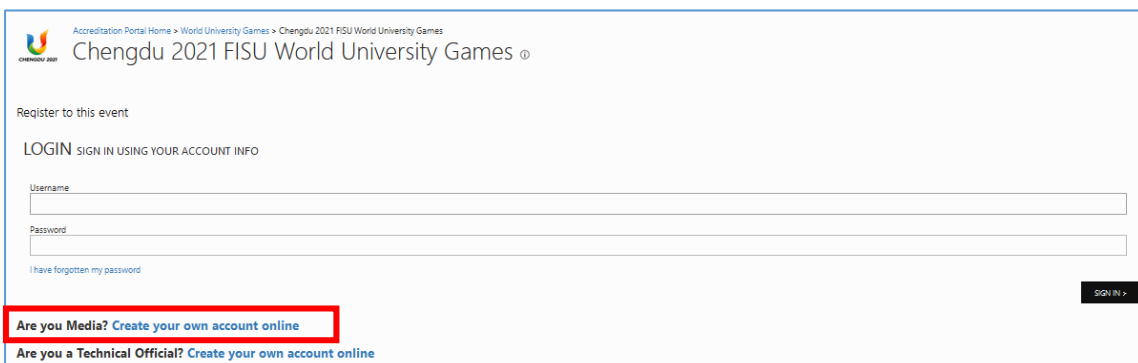
Any modern browser supports OAS (Chrome, Firefox, Edge, Opera). IE11 is also supported. Please note that some very specific option may require the use of Firefox or Microsoft browser only: if so, we will specify it.

1.3. ACCOUNT CREATION

The first step is to create your account on OAS. To do so, go on OAS and select "Summer World University Games Summer" and "Chengdu 2021". Please note that if you have clicked on the direct link, you can pass this step.



Then click on "Create your own account online" next to "Are you Media?"



You just need to fill the following form and click on "Create User". Please note that the "User Name" is your **login** name. Think to remember this name.

Media Account Registration

Fill in this form to create your Media account

User Name:

Password:


Confirm Password:

First Name:

Last Name:

Email:

Type the characters in the picture below.

Picture: 

The picture contains 6 characters.

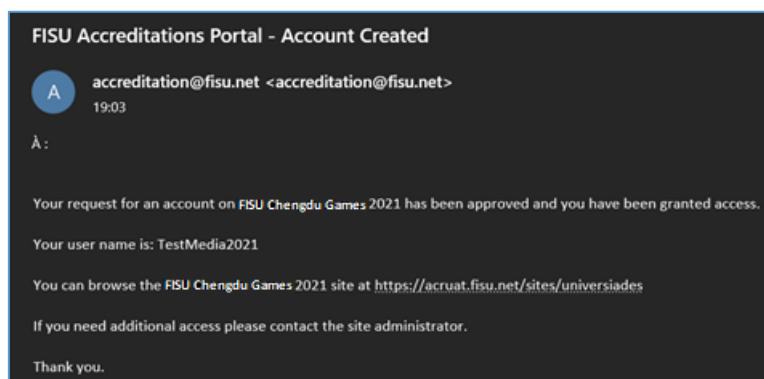
Characters:

[Can't see the word?](#)

If you have successfully created your account, you will receive the message below.

Your registration request has been received.

In parallel, a confirmation will be sent to the email filled in the form. The sender is "accreditation@fisugames.net". Please **do not reply** to this email.

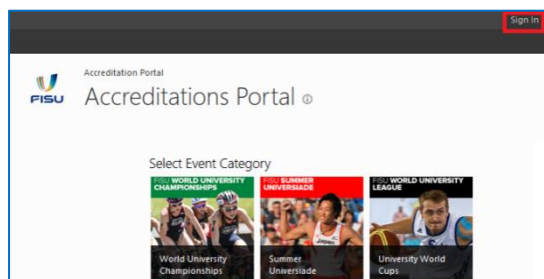


You are now ready for the registration!

2. REGISTRATION

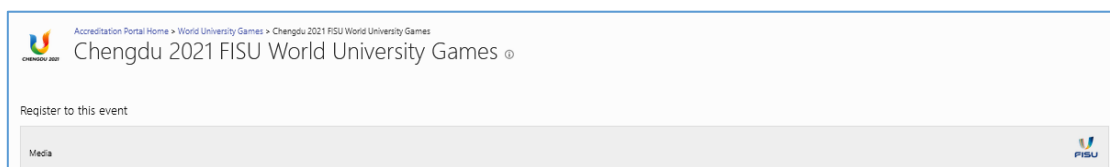
2.1. REGISTRATION

The first step is to log in OAS with the credentials you have just created on the step 1.2. You can login on the OAS main page.



- Or directly here: <https://accreditation.fisu.net/sites/universiades/SU2021/Pages/Home.aspx>

Once logged in, go to the Summer Games page. You will see this:



Select "Media" and fill out the "Personal Form".

- Fields with a red star are compulsory fields to be completed.
- Once you have filled out the form, click on "Save and Submit" to submit your form or "Save as Draft" if you miss some data and you want to save a draft.
- Please note that once submitted, you will **not be able** to modify the form but only able to see it.
- The form must be submitted before the deadline of **20 June 2023** for international media.
- In **appendix A**, please find picture specifications.



* Address is **Compulsory** for Chinese residents (those who use Chinese resident identity cards for accreditation) and should be written in Chinese characters.

Media Individual Entry Form - New Item

FISU EDIT

Save as Draft Save and Submit Cancel Paste Cut Copy Spelling

Chengdu 2021 FISU World University Games
Personal Data Form - Media
Draft

FISU CHENGDU 2021

Client Group *

Family Name Given Name

Roman Alphabet *

Please tick this box if you want to use a preferred name. Preferred name (if provided), instead of the name shown in your official ID document, will be printed on your accreditation card. Please note that they are optional and should be **kept formal**

Nationality * Please select a value... Gender * M F [Add Attachment](#)

Date of Birth * Place of Birth * Please select a value...

ID data page * Type of ID Please select a value... [Add Attachment](#)

ID Number*

VISA invitation letter needed? * Y N City of VISA issuing ID Expiry Date **

* Please insure that your passport has a validity of at least 6 months after the closing ceremony of the Universiade 08/02/2024

Address

City Zip Code Country/Region Please select a value...

Phone Country/Region Calling Code Please select a value... Email *

Category * Please select a value...

Sub-Category * Please select a value...

Function / Title * Please select a value...

Proof of your role (please provide a photo of your press association card or business card) * [Add Attachment](#)

AIPS

Organisation name * Website *

Organisation address * Organisation country/region * Please select a value...

Organisation Contact Person *

Direct Manager's Name

Direct Manager's Phone Country/Region Calling Code Please select a value...

Direct Manager's Email

Reference Letter from the Employer [Add Attachment](#)

If any, special requirement (Preferred Sport, ...)?

Emergency Contact Person *

Family Name Given Name

Phone Country/Region Calling Code Please select a value...

Insurance Informations

Accident insurance company Health insurance company

Accident Insurance policy number Health Insurance policy number

FISU Reg. Art. 5.3.8 By participating or otherwise appearing in a FISU event, each athlete, participant, official and officer agrees to be filmed, televised, photographed, identified and otherwise recorded, under the conditions and for the purposes authorised by FISU either currently or in the future and in relation to the promotion of the sporting, cultural and educational activities organised under the aegis of FISU or under its endorsement.

I declare that I am participating in the Chengdu 2021 FISU World University Games and, confirm that:

- to the best of my knowledge and belief (after due enquiries), the information stated on this form is accurate and true; and
- I am covered by an insurance policy (or policies) as is required pursuant to article 5.6.3 of the **FISU Games General Regulations**.

By checking this box, you accept that some of your personal data may be transmitted to FISU partners. [Learn more](#)


Save as Draft Save and Submit Cancel

2.2. TRAVEL FORM

Once your accreditation has been approved, you will be asked to fill out the travel form. Note that even if the travel form is open after the submission of the personal form, we ask **to not fill it before the official approval** of your participation.

Please note that:


- The orange part will be automatically filled with your own personal data.
- Booking will have to be done separately (More information will be given by the Organising Committee).
- The travel form only has to be filled out by media arriving from abroad, **not by national media.**




Chengdu Chengdu 2021 FISU World University Games

Travel Data

Draft



Client Group	<input type="text" value="Media"/>		
Country *	<input type="text"/>		
	Family Name	Given Name	 <p style="font-size: small; color: green;">+ Add Attachment</p>
Roman Alphabet *	<input type="text"/>	<input type="text"/>	
Preferred Name	<input type="text"/>		
Nationality*	<input type="text" value="Please select a value..."/>	Gender* <input type="radio"/> M <input type="radio"/> F	
Date of Birth*	<input style="width: 40px; border: 1px solid #ccc;" type="text"/> <input style="width: 40px; border: 1px solid #ccc;" type="text"/>	Place of Birth*	<input type="text" value="Please select a value..."/>

Arrival*	Departure*
Means of transport <input type="text" value="Please select a value..."/>	Means of transport <input type="text" value="Please select a value..."/>
Arrival Date & Time <input type="text" value="00"/> <input type="text" value="00"/>	Departure Date & Time <input type="text" value="00"/> <input type="text" value="00"/>
Flight/ Train number <input type="text" value="Please select a value..."/>	Flight/ Train number <input type="text" value="Please select a value..."/>
Arrival point <input type="text" value="Please select a value..."/>	Departure point <input type="text" value="Please select a value..."/>
Large size luggage <input type="text"/>	

Transfer to and from the airport to the official media hotels or MMC is provided by the OC.

If you have any large size luggage in addition of the standard luggage, thank you for completing the section below

Luggage information:

Number of Luggage

Luggage	Weight (kg)	Size/luggage (length*height*width) (cm)	Description
1	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="text"/>	<input type="text"/>
5	<input type="text"/>	<input type="text"/>	<input type="text"/>

Save as Draft
Save and Submit
Cancel

2.3. POLICY OF ENTRY PERMITS AND VISAS

Each approved applicant will receive an email for confirmation before 10 July 2023, including media service information. Any requests for changes to the application form must be made via email to Olivier van Bogaert, Head of FISU Media and Communications Department, o.vanbogaert@fisunet.

Once your application is approved, you will receive an email with invitation letter from the Organising Committee to support your VISA application.

To attend the Chengdu 2021 FISU World University Games. International media shall apply to China's embassies or consulates, or an otherwise competent institution authorised by the Ministry of Foreign Affairs of the People's Republic of China for Chinese visas for its members, except for those clearly exempted from visas.

The Organising Committee suggests consulting relevant requirements on the official websites of China's embassies and consulates in advance to learn about the policies on Chinese visas, and spare 10 working days for visa application.

Media from Hong Kong and Macao, China are required to hold valid Hong Kong and Macao Residents Entry and Exit Permits (with a valid endorsement) to travel to and from the Chinese mainland.

Media from Chinese Taipei are required to hold valid Mainland Travel Permits (MTP for Taiwan Residents (with a valid endorsement)).




2.4. NOTES

You have now successfully submitted your registration for the event. However, please note that:


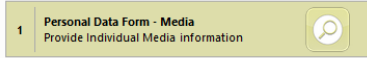

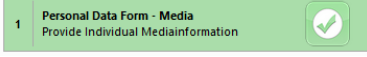
- You are not yet officially registered for the event as your registration must still be approved.

Here some notes on the information displayed in the form or in your landing page:

- On top of the form, you will see some buttons. The following three are important:

-  to **save data as draft** – the form isn't submitted yet, you can still edit the form later.
-  to **save and submit** the form. Once submitted, the form is no longer editable and is sent to OC.
-  to close the form. Note that **data is not saved** when clicking this button.

- Once submitted, the form will be automatically closed. If not, please check if there is no error on the form (highlighted in red).
- Depending on the form status, the "Personal Data" button appears in different colours:

	Blue = Form in draft, not submitted
	Yellow = Form submitted, waiting for approbation
	Red = Form incomplete or incorrect, you are able to modify it
	Green = Form approved

2.5. IMPORTANT DATES

Closing date of the registration: 20 June 2023 at 23:59 CET for international media.

Appendix A: Picture Specifications

The digital photograph must:

1. be coloured and taken in the recent six months;
2. be taken against a plain white background;
3. only show your head and top of your shoulders so that your face takes up 70-80% of the size of the photograph;
4. be taken with only one person in it, whose face should be in the centre of the frame;
5. be vertical with an aspect ratio of **4 * 5** (width * height);
6. be at least 480 pixels in width and 600 pixels in height;
7. be saved in the format of *.jpg, *.jpeg, *.png or *.bmp;
8. be saved as files of 50-500 KB in size.







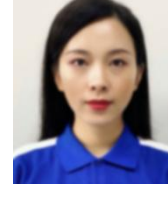



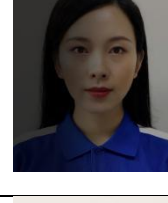
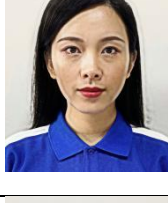
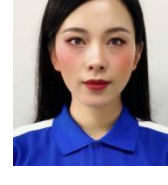
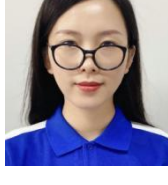
The applicant:


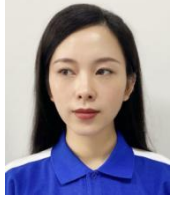
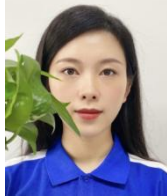



9. must face and look directly at the camera without tilting the head, either sitting or standing;
10. must have both eyes open and the mouth closed with a neutral expression;
11. must not wear coloured contact lenses, hats or jewellery;
12. must show the whole face clearly without a scarf or other clothes in front of the chin;
13. may wear a headdress for religious reasons, but the headdress must not cover the face, and the applicant must also wear a headdress in his or her visa photograph;
14. may wear non-tinted glasses if the applicant wears glasses normally, but the eyes of the applicant must be clearly shown. The frames must not cover the eyes and there must be no reflections;
15. may wear a bandage if the applicant's eyes or other facial features need to be bandaged regularly for medical reasons, and the applicant must also wear a bandage in his or her visa photograph;
16. must not edit the photograph for a better look.

Example of Desired Photograph



Examples of Undesired Photographs

Rejected	Reasons for Rejection	Rejected	Reasons for Rejection
	eyes closed		face covered by stamp
	tinted glasses		overexposure
	mouth closed unnaturally		too dark and blurred
	not focused		head tilted more than 10°left or right
	head tilted more than 10°up or down		facial proportion distorted
	uneven light		over-sharpened
	heavy makeup		frames covering eyes

	<p>wearing a hat</p>		<p>looking away</p>
	<p>face covered</p>		<p>reflections on lenses</p>
	<p>too small proportion of head in the photograph</p>		<p>wearing a mask</p>