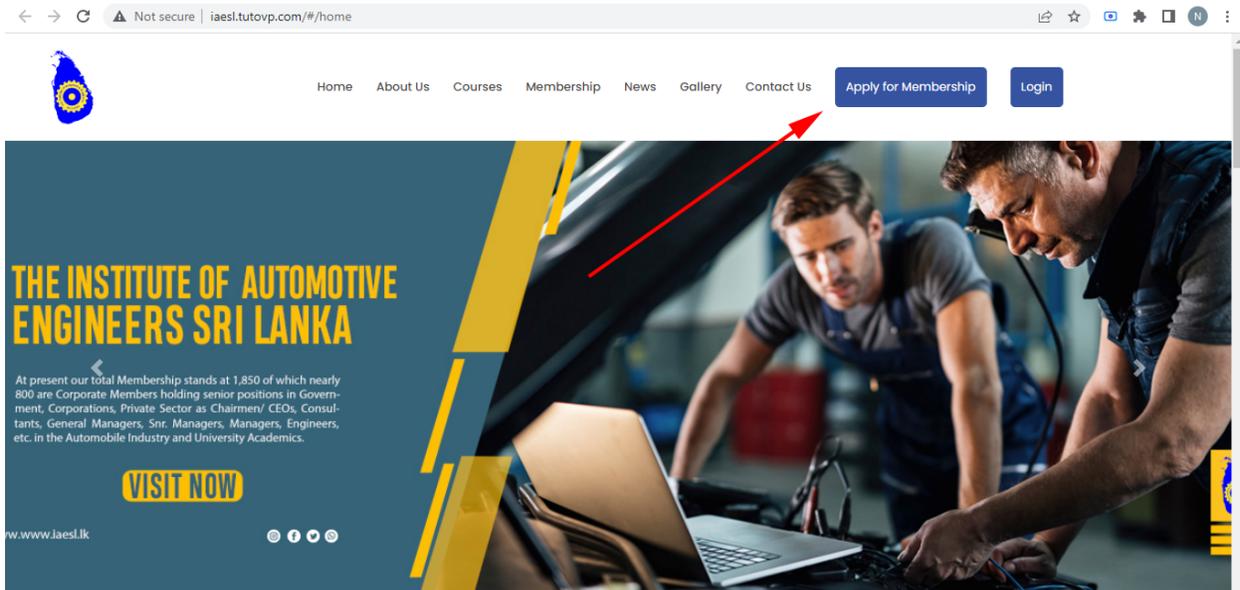


Quick User Guide - IAESL

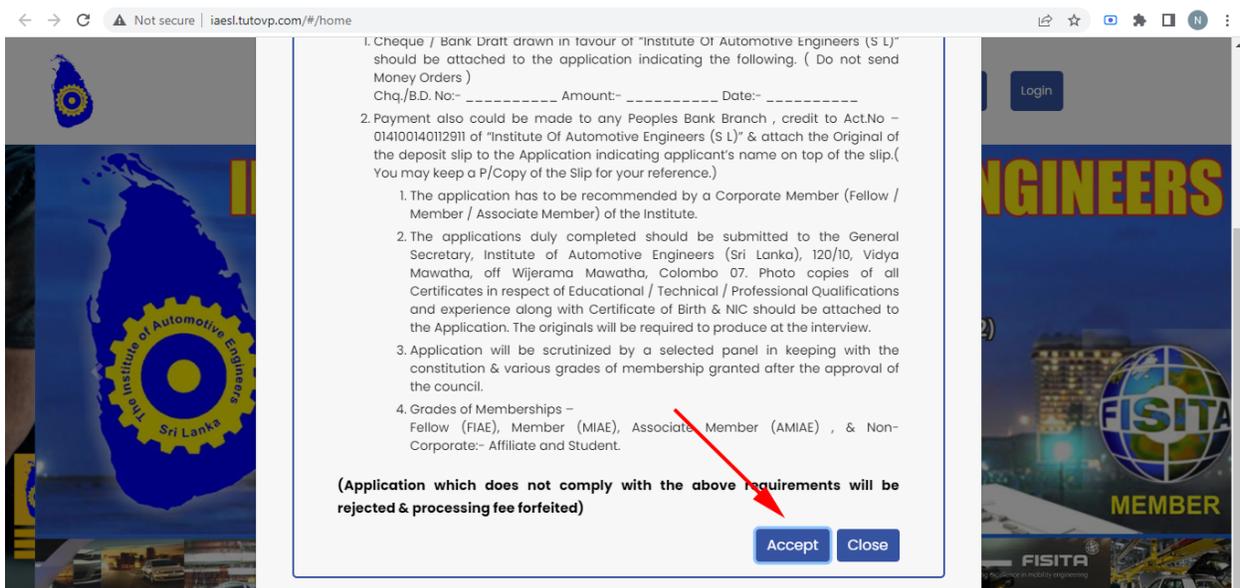
New Member Registration Process

To register as a member, please follow the steps below

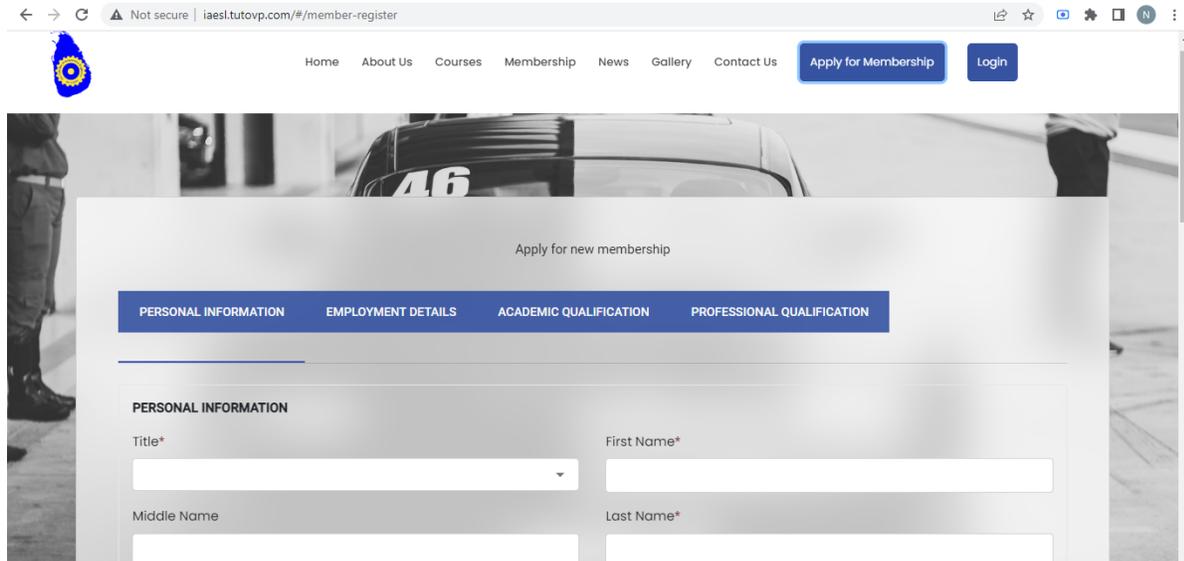
1. Visit <http://iaesl.lk> and click Apply for Membership button.



2. Read Membership guidelines and prerequisites and click Accept button



3. You'll be landed on the membership application form. Fill in the Personal information and submit the application. You can also fill in Employment details, Academic qualifications, professional qualifications and submit. If you only fill in the personal qualification, you have to fill the rest later before submitting the application. Submit the application.



The screenshot shows a web browser window with the URL iaesl.tutovp.com/#/member-register. The page features a navigation menu with links for Home, About Us, Courses, Membership, News, Gallery, and Contact Us. There are two buttons: "Apply for Membership" and "Login". The main content area is titled "Apply for new membership" and contains a form with four tabs: "PERSONAL INFORMATION", "EMPLOYMENT DETAILS", "ACADEMIC QUALIFICATION", and "PROFESSIONAL QUALIFICATION". The "PERSONAL INFORMATION" tab is active, showing fields for Title* (a dropdown menu), First Name*, Middle Name, and Last Name*.

4. You will receive a verification email that you can create a login account/profile with a password. Click Verify Email address button in the email.



Institute of Automotive Engineers of Sri Lanka

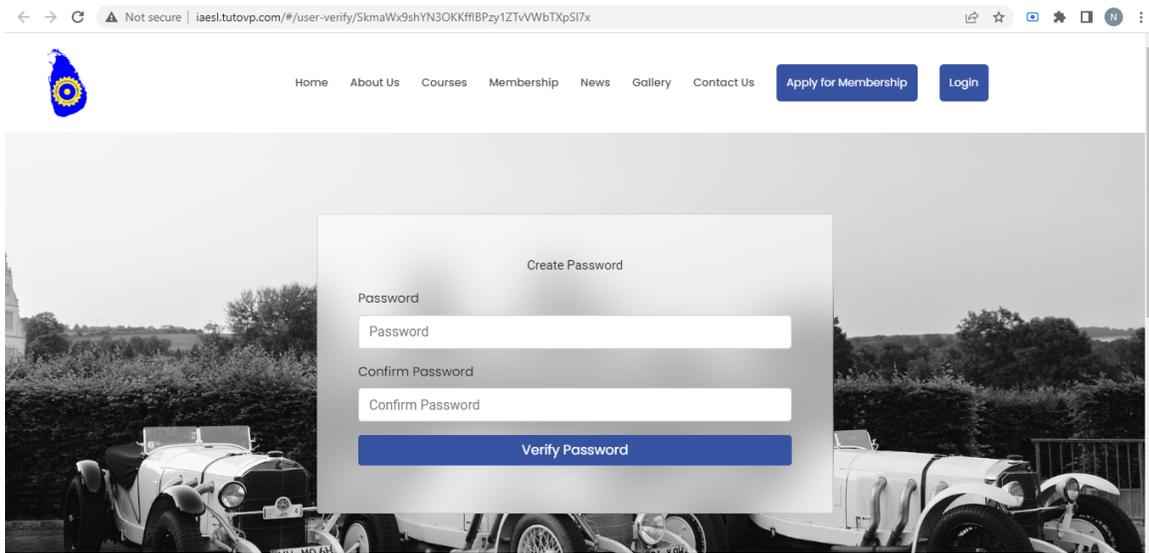
Dear Mr. Niroshan11 Jay11

Tap the button below to confirm your email address. If you didn't create an account , you can safely delete this email.

If that doesn't work, copy and paste the following link in your browser: <http://iaesl.tutovp.com/#/user-verify/SkmaWx9shYN3OKKfflBPzy1ZTvVWbTXpSI7x>

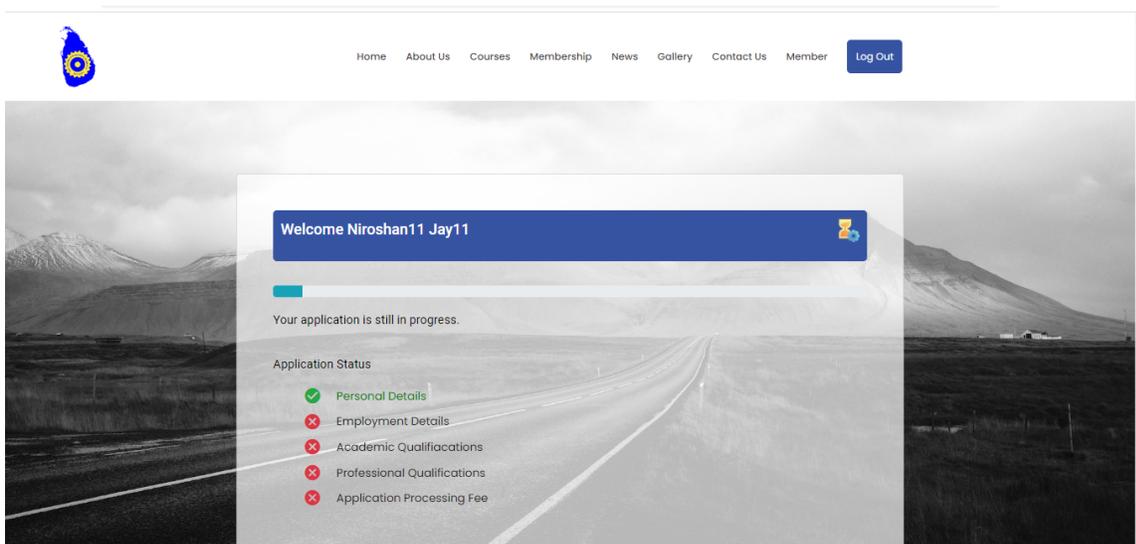
Verify Email Address

5. You'll be taken to the password creation page. Create a password that you can remember

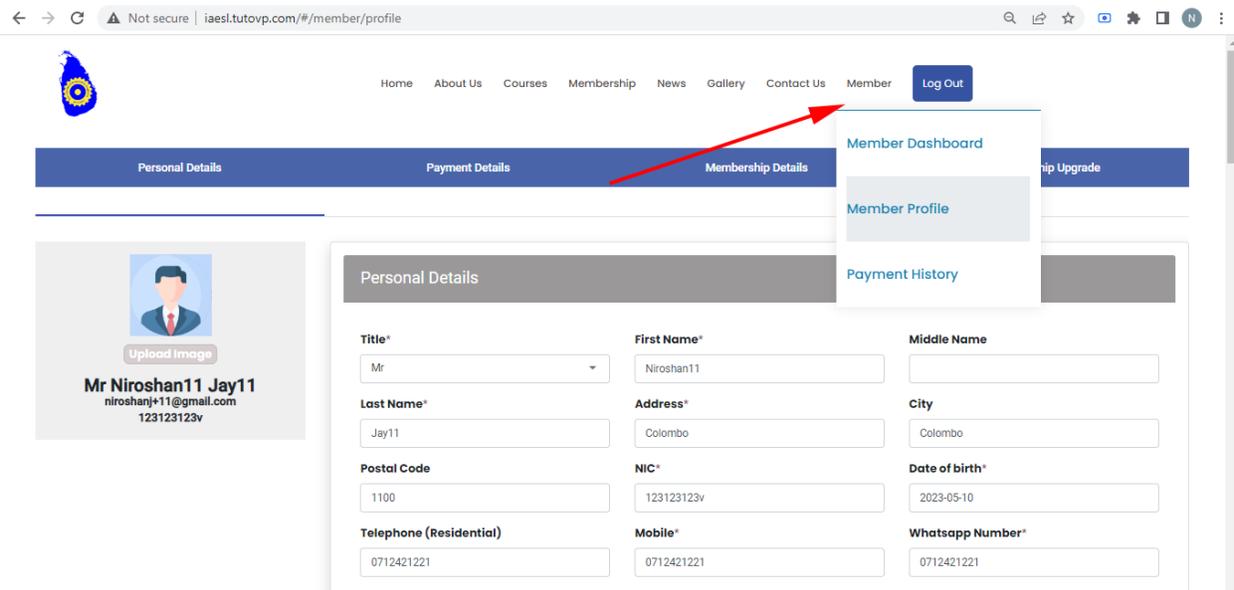


6. Now you can login to your member login account anytime by clicking the login button.
Enter your user name and the password to login
Username is your email address
Password you have just created

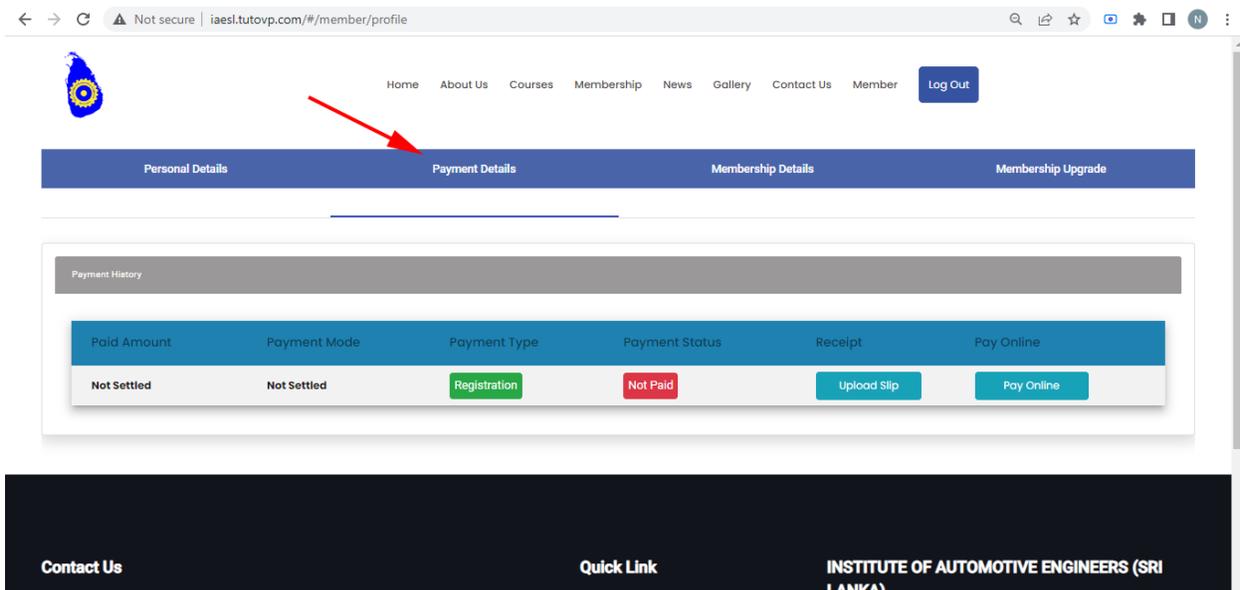
Once you log in, you'll see a screen like the one below
The red marks show that you have to fill that information before submitting the application for review. Click any of the links and complete your profile by filling in Employment details, Academic qualifications, professional qualifications etc. and update your profile



7. Click the Member menu to switch between your profile and dashboard



8. On your member profile page, click Payment Detail tab to make the application payment. Click the Pay Online button to make the payment online or you can upload your payment receipt if you have paid to the bank.



9. If you choose to upload the receipt you will see a screen like the one below.

Registration Payment
Rs. 5,000.00

Please upload the payment slip after the payment is done.

Date Paid* 05/11/2023 Amount* 5000

Branch Name* Colombo Branch Mode of payment* Cash

Payment Slip *
Payment Slip.jpg Browse

Upload

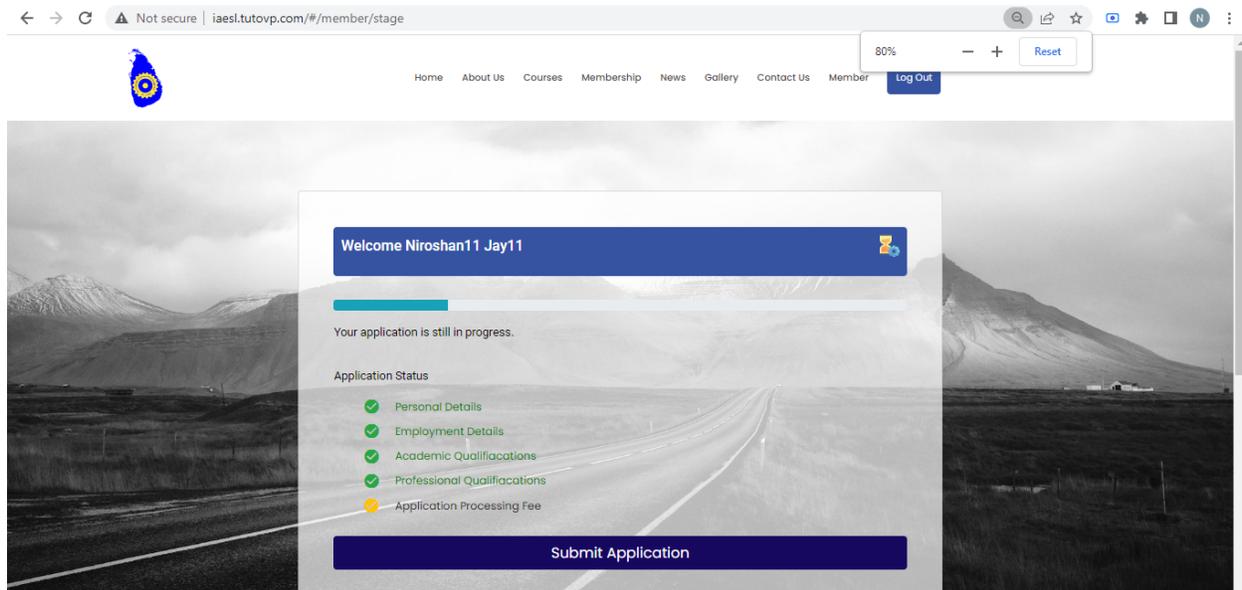
10. You'll see a success message with payment status as pending until the treasurer verifies your payment.

Payment History

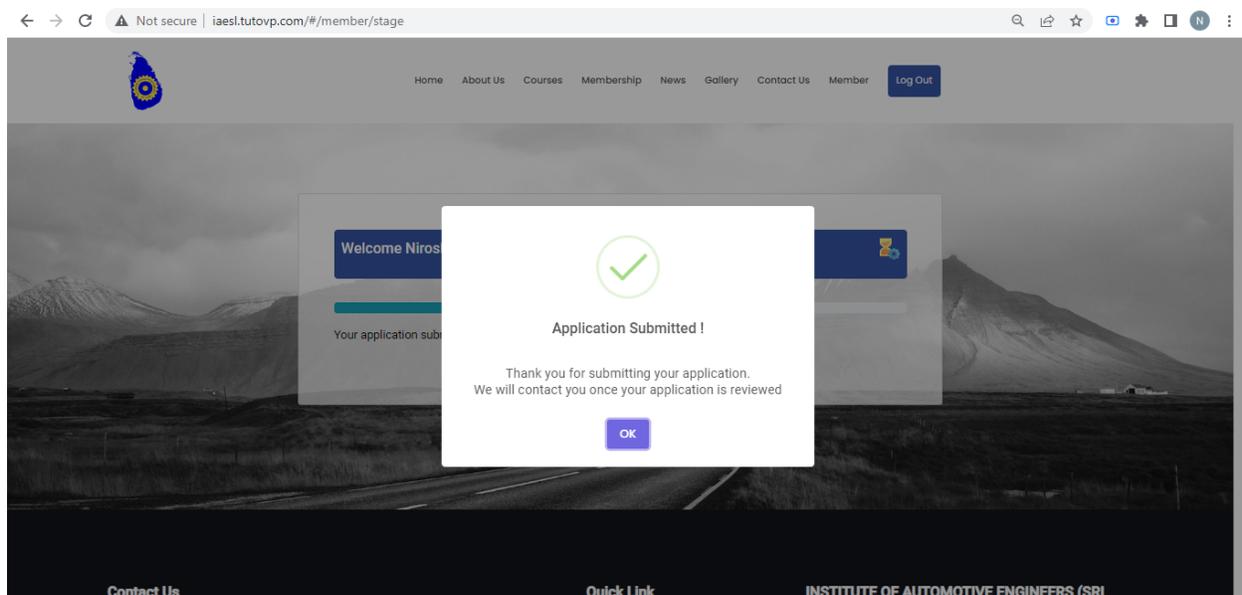
Paid Amount	Payment Mode	Payment Type	Payment Status	Receipt	Pay Online
5,000.00	Cash	Registration	Pending	View Slip	Pay Online

Contact Us Quick Link INSTITUTE OF AUTOMOTIVE ENGINEERS (SRI LANKA)

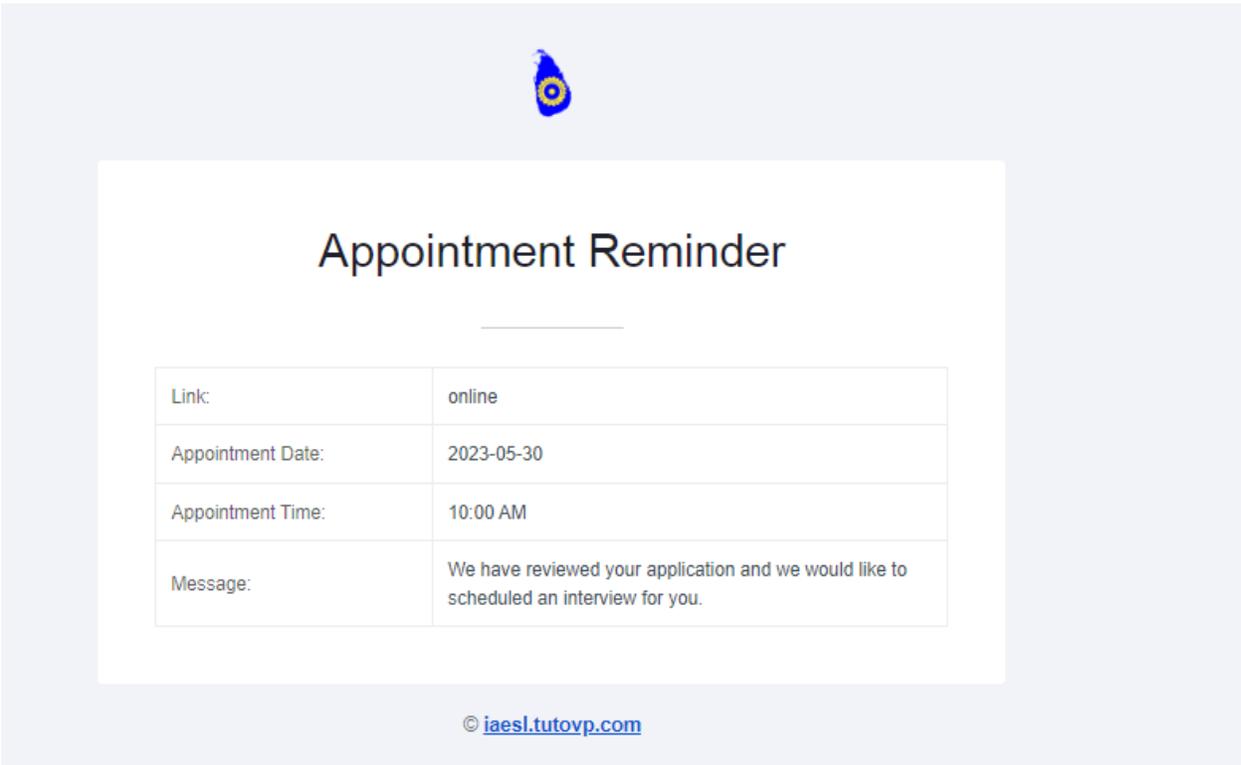
11. Return to your dashboard and click the Submit Application button.



12. You will see a message that your application has been submitted. You'll hear from IAESL once your application has been reviewed and an interview is scheduled if required.



13. When the interview is scheduled you'll receive an email like the following.



14. Once your membership is assigned, you can download an e-copy of your Membership letter and the certificate on your profile under the Member Documents tab.

