

# **FORMULA STUDENT ALPE ADRIA**

## **REGISTRATION PROCEDURE**

2023





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## ● I. GENERAL

**Formula Student Alpe Adria (FSAA)** is an official Formula Student competition held in Croatia, Novi Marof. The competition will be held under the Formula Student Rulebook, where the rules for the season 2023 are published on: <http://www.formulastudent.de>.

FSAA 2023 will have three classes: EV, CV and a Concept Class Driverless (CCD). Hybrid vehicles are a part of the combustion vehicle category. Additional rules for CV Hybrid class published by FS Netherlands, FS East, FS Austria and FS Czech and the official Handbook published by FSAA are to be considered.

The scoring system is based on the Formula Student Rulebook 2020, with exceptions which are explained in this Handbook.

This year's competition will be held from the **21st of August until the 26th of August 2023** on the karting track **St Rauš in Novi Marof**, Croatia. Further information, ie. a detailed schedule at the event site etc. will be published before the event.

Every team must be registered on the official FSAA and FSG website:

[FS Alpe Adria Website](#)

[FS Germany Website](#)

For FSAA 2023 there are **40 open EV slots** and **15 CV slots** with Hybrid class included + **5 CCD teams**.

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## ● 2. ABBREVIATIONS USED

### General

FS - Formula Student

FSAA - Formula Student Alpe Adria

FSG - Formula Student Germany

### Classes

CV - Combustion vehicle

DV - Driverless vehicle

EV - Electric vehicle

CCD – Concept Class Driverless

### Documents

DR - Driver's registration

ESO - Electrical systems officer

FTO - Fuel type order

TMRF - Team member registration form



## ● 3. REGISTRATION PROCEDURE

### 3.A GENERAL

Every team has to be registered on the official website of FSG: [www.formulastudent.de](http://www.formulastudent.de). If there are 2 teams from one University, every team has to register separately. If a team is competing with 2 cars in the competition they are registering as 2 separate teams. If the team is competing in the EV/CV category and in CCD they need to be registered as 2 separate teams.

For FSAA 2023 there are **40 open EV slots and 15 CV slots** with Hybrid class included + **5 CCD teams**. For the 3 overall EV and CV winning teams from FSAA 2022 a slot for 2023 is reserved. These are the following:

#### CV Class

1. Rennstall Esslingen
2. CAT-Racing
3. BME Motorsport

#### EV Class

1. Joanneum Racing Graz
2. eForce FEE Prague Formula
3. TU Wien Racing

#### Other reserved slots

#### 5 Intercontinental slots

The first 5 teams to register from 5 different countries outside of Europe will have a spot for FSAA 2023

#### Slots for teams from the region

Reserved slots for the teams from the following countries: Bosnia and Herzegovina, Croatia, Serbia, Slovenia

**NOTE:** Every team which falls into the category of “reserved slots” needs to solve the FSAA 2023 quiz and upload the results at the given time on the team profile, so that the organization knows that the team is interested in the competition and wants to take the reserved spot.



## 3.B IMPORTANT DATES

Now - 28<sup>th</sup> of January

A team profile has to be created on our website [www.fs-alpeadria.com](http://www.fs-alpeadria.com) (see part 3.c)

28<sup>th</sup> of January 11:00 CET

Quiz :)

1<sup>st</sup> of February - 10<sup>th</sup> of February

Payment for FSAA 2023 (See part 3.f)

10<sup>th</sup> February – 21<sup>st</sup> of August

DOCUMENTS, DOCUMENTS, DOCUMENTS → exact dates will be announced soon

1<sup>st</sup> of August 13:00 CEST

ESO & DR submission

6<sup>th</sup> of August 13:00 CEST

TMRF submission

**NOTE:** In case of any late submission of the above-mentioned documents (excluding the ones mentioned in the FSAA Handbook), the team will receive 10 penalty points for every 24 hours the document has been late.



## 3.C TEAM PROFILE

In order to create a team profile, go to the “profile icon” in the right corner on the [www.fs-alpeadria.com](http://www.fs-alpeadria.com) website, then make a new account for the team’s TEAM CAPTAIN.

The information needed here are:

- Team Captain’s Name
- Username for the website
- Password
- Team Captain’s Email
- Team Captain’s Phone number (with country code)

**NOTE:** Make sure, you get a confirmation email from our website and click on the link in the email to confirm your account. The e-mail can come in about 30 min. So do not worry if it takes time. Also check your SPAM and JUNK folder!

After successfully entering the details above, you have to go to your profile (right upper corner on the website) and fill out all the other details needed for billing etc.

Following information is needed:

- Team Name (full name)
- School/University Name (full name)
- Country
- Class participating (EV/CV/Hybrid/CCD)
  - If CV/Hybrid - FTO is needed (E85 or RON100)
- Car number\* (3 numbers, starting with the 1st preferred number)
- Number of team members (can be changed before the competition)
- Organisation name
- Organisation Billing Address
- Organisation VAT ID

**Please note the following:**

- The billing address is used for all fees (i.e. registration, team members & campsite fees)
- The information on this page can be edited in the Team Profile
- The fuel type order (FTO) is necessary information, which must be provided by every CV class including CV Hybrid class, so this cannot be changed after the registration. If any changes must be done after registration, especially changing fuel type between E85 and RON100, please contact [info@fs-alpeadria.com](mailto:info@fs-alpeadria.com)



\*The desired car number will be given in order of the quiz results; i.e. the better your teams scores on the quiz, the higher the chances to get the desired number. The car numbers will be published in the final list of teams registered for FSAE 2023.

The possible numbers are for EV: E01-99 with the letter "E" being a must for every EV. CV and Hybrid classes are taking a number without the letter "E" in the range 100-999. The numbers E01-03 and 100-103 are reserved for the top 3 teams from 2022 (see 3.a).

**You are now ready for the event registration (quiz)!**

ALL Team Captain accounts from 2022 have been disabled!  
Please make a new team captain account for your team even though you already made one before the publishing of the document!





## 3.D REGISTRATION FOR EV & CV

This year FSAA will have a registration quiz for the competition. To access the quiz every team has to make a profile for the team captain on the website first!

On the 28<sup>th</sup> of January 11:00 CET a document with all the data and questions will be published on the competition's website [www.fs-alpeadria.com](http://www.fs-alpeadria.com) under the Team Captain's profile (below all the team's information) with all the needed instructions. The teams will get a set of questions (all at the same time) and a limited time to solve and upload their answers to the website – team captain profile.

The scoring will only be based on the right questions – time of upload will only play a role in case two teams have the same score.

Please upload the name of the document you're submitting by the following rule: **TeamName\_UniversityName\_FSAA23\_Quiz.zip**

Please be aware that in case the website crashes due to several uploads at the end of the deadline FSAA will not accept any later submission. Be aware of your time management and the possibility that a lot of teams will upload the documents 2 minutes before the deadline, so make sure to make it at least 10 minutes before the deadline to prevent any problems with the registration.

**The final list of teams for FSAA 2023 will be published on our website, no later than 31<sup>st</sup> of January 23:59 CET.**



## 3.E REGISTRATION FOR CCD

In 2023 a special concept class for all driverless vehicles will be introduced.

The teams participating in CCD will not have any dynamic disciplines, only static events (Business Plan Presentation, Cost & Manufacturing, Engineering Design Event).

The teams are not required to have a DV vehicle present. They can present a DV (or non-DV CV/EV) vehicle to the judges, but this will not affect the final score.

Every team member participating in CV or EV class of the competition cannot represent the team in the CCD class or vice-versa.

Each team that wants to apply for the CCD category has to make a team profile (see 3.c) separate from their EV/CV team. A ready to race driverless car is not needed for the team to attend in the CCD. You can come without a car to the competition.

The registrations for the CCD will go as “wildcard slots”. We have **5 CCD slots** available for FSAA 2023.

On the **30th of January** the teams wanting to participate in the CCD need to send an e-mail to [adriana.dugum@fs-alpeadria.com](mailto:adriana.dugum@fs-alpeadria.com) & [info@fs-alpeadria.com](mailto:info@fs-alpeadria.com) . with the subject “**CCD SLOT – TEAM NAME**” with your argument/s why we should see you on this year’s FSAA 2023 as a Concept Class Driverless team. The arguments can be anything you can think of - innovative concepts of your car, want to get good feedback for your driverless vehicle, reasonable problems with getting into any other competition, FSAA is the best etc. Good luck!



## 3.F PAYMENT & REFUND POLICY

After the team's registration to the competition every team will receive an invoice on the team captain's email address. The invoice will include details from the team's profile created on the website.

The cost for the competition for EV & CV teams is **3500 €** (excluding VAT) with the camping site fee included for 15 team members and one race car.

For CCD teams the cost for the competition is **1500 €** for up to 15 team members.

In case the team is participating in EV/CV and CCD, the cost for the competition is **4500 €** for up to 25 team members.

Every additional team member is **75 € extra**.

(Team members participating in EV/CV cannot be a part of CCD or vice-versa)

**NOTE:** The exact number of team members has to be announced at least 2 weeks prior to the competition (by sending the TMRF, See 3.g), after uploading the TMRF the team has to pay for the additional team members with a new invoice created by FSAA Association.

After the registration has finished, FSAA will send out invoices to the teams which made it on the final list. **The deadline for payment is the 10<sup>th</sup> of February 2023 23:59 CET.** After this date, the teams which did not pay the competition or did not send a proof of payment to FSAA will lose their slot and the team next on the waiting list will be contacted.

**Refund policy in case the competition is cancelled by the organizer:**

- Until 31<sup>st</sup> March - 90 % refund
- Until 30<sup>th</sup> April - 70 % refund
- Until 31<sup>st</sup> May - 50% refund
- After 1<sup>st</sup> June - NO REFUND



## 3.G OTHER DOCUMENTS

All documents mentioned in this section must not exceed 25 MB. In any case, if a document upload or submission fails, please contact [info@fs-alpeadria.com](mailto:info@fs-alpeadria.com). You can find all document templates on the website [www.fs-alpeadria.com](http://www.fs-alpeadria.com) (to be published soon).

### Team member registration form (TMRF) - all classes

Every team must fill out a TMRF in order to inform the competition organizers about the participating team members with their personal data included, prior to the competition date. A template will be available on the website soon. Please upload the file on your team profile before the deadline mentioned below.

Every team member attending the competition is responsible for their own health insurance. Please make sure to have valid EU health insurance.

**Format:** xls(x) or PDF

**Due date:** 6<sup>th</sup> of August 13:00 CEST

### Electrical systems officer (ESO) - EV teams only

The qualification of the elected ESOs for every team competing in EV class must be checked in accordance with rule A4.3.8. stated in the Formula Student Rulebook 2023. Please upload the file on your team profile before the deadline mentioned below.

Further information about the ESO qualification: [FSG: Electrical System Officer Qualification \(formulastudent.de\)](https://www.formulastudent.de/FSG/Electrical_System_Officer_Qualification)

**Format:** PDF

**Due date:** 1<sup>st</sup> of August 13:00 CEST

### Drivers' registration (DR) - all classes

A team is allowed to register a minimum of 3 and maximum of 4 drivers according to rule D1.1 from Formula Student Rulebook 2023. The driver's registration is done separately, but as the drivers are team members, they have to be listed in the TMRF as well. Please upload the file on your team profile before the deadline mentioned below.

**Format:** xls(x) or PDF

**Due date:** 1<sup>st</sup> of August 13:00 CEST



**Good luck & see you on  
FS Alpe Adria 2023!**