OAKRIDGE INTERNATIONAL SCHOOL · BENGALURU

OAKMUN 2026

Ideas Too Bright For Silence

HEAD DELEGATE GUIDE

Registration guide for school Head Delegates

17 – 19 December 2026

OAKMUN.IN

OVERVIEW

Registering for OAKMUN 2026

Registration happens on **Gavelling** (gavelling.com), reached from oakmun.in. This guide is for **Head Delegates** and walks you through every screen, from creating your account to receiving your committee-country allocation.

THE FOUR STAGES

01

Create an account

Sign up on Gavelling and verify your email.

Steps 1–6 · pp. 3–4

02

Apply as a Head Delegate

Create your school's delegation and rank your preferences.

Steps 7–14 · pp. 5–8

03

Pay the fee

Transfer the registration fee to the account provided.

Step 15 · p. 9

04

Get your allocation

Acceptance and committee-country allocation arrive within 24 hours.

Step 16 · p. 9

KEEP THESE READY

- A **personal email** you can open right now, for the verification code
- Your **full name**, **date of birth** and nationality
- Your **school's name** and location
- Whether you are **paying for your delegation**, and how many delegates it has
- Your **committee-and-country preferences**
- Your level of **MUN experience**

KEY DETAILS

CONFERENCE
17–19 December 2026

REGISTRATION FEE
Rs. 1800 before 17 Nov
Rs. 2200 from 17 Nov to 7 Dec

PAYMENT TO
Orange Educational Society

START HERE
oakmun.in

GOOD TO KNOW

Gavelling uses **credits**: one credit covers one application, your first credit is free, and it is refunded if your application isn't accepted. You don't need to buy anything to register for OAKMUN.

PART 1 · STEPS 1–6

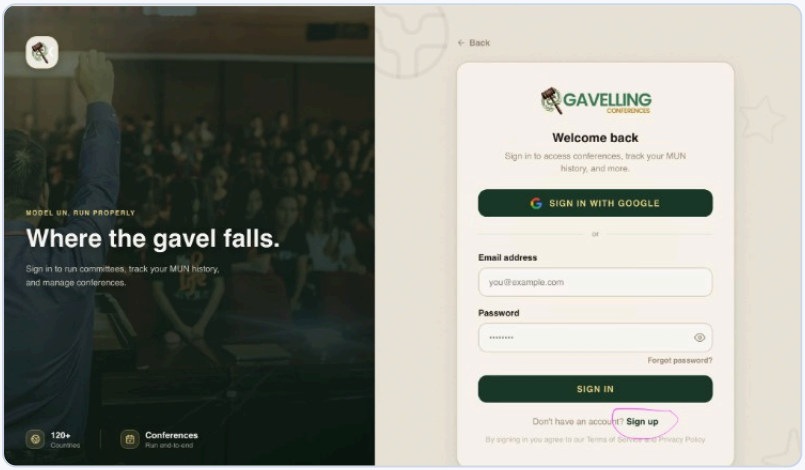
Create your Gavelling account

1 Start at oakmun.in

Go to **www.oakmun.in**, then click **Register**.

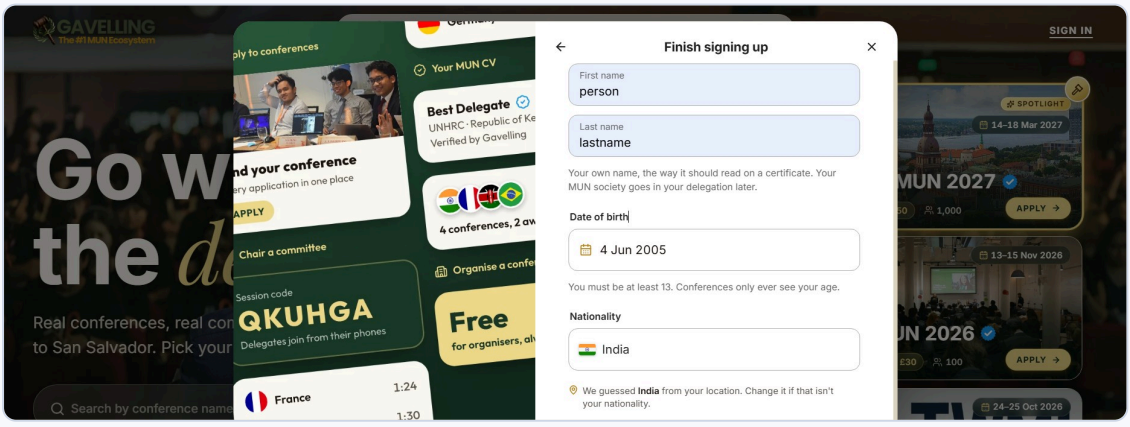
2 Choose “Sign up”

You will be directed to the Gavelling website. It can be found at **gavelling.com**. Click **sign-up**, in order to create your account before starting registration.



3 Create an account

Create an account. Please input your first name (and middle name if applicable) as well as your last name, date of birth, nationality, personal email and password. Ensure that all information is up to date and accurate.



PART 1 · CONTINUED

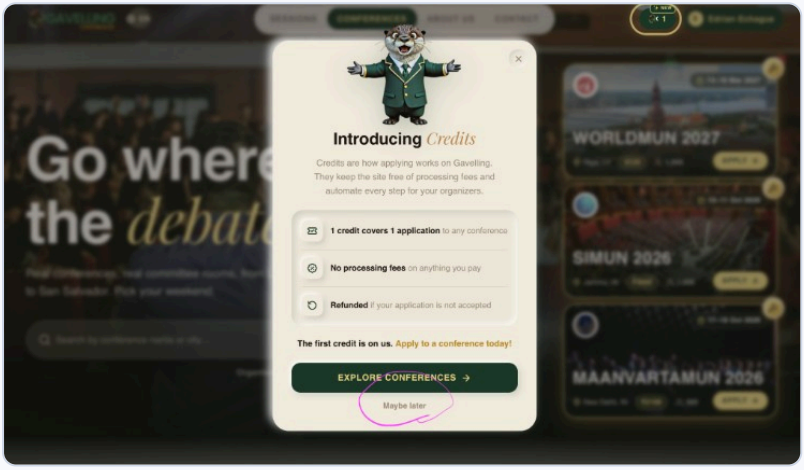
Verify and find OAKMUN 2026

4 Verify your email

Gavelling will send you a verification email, with a code for the same. Go to your email and verify your account by entering your unique **6-digit code** OR clicking the link. Sign in will be complete.

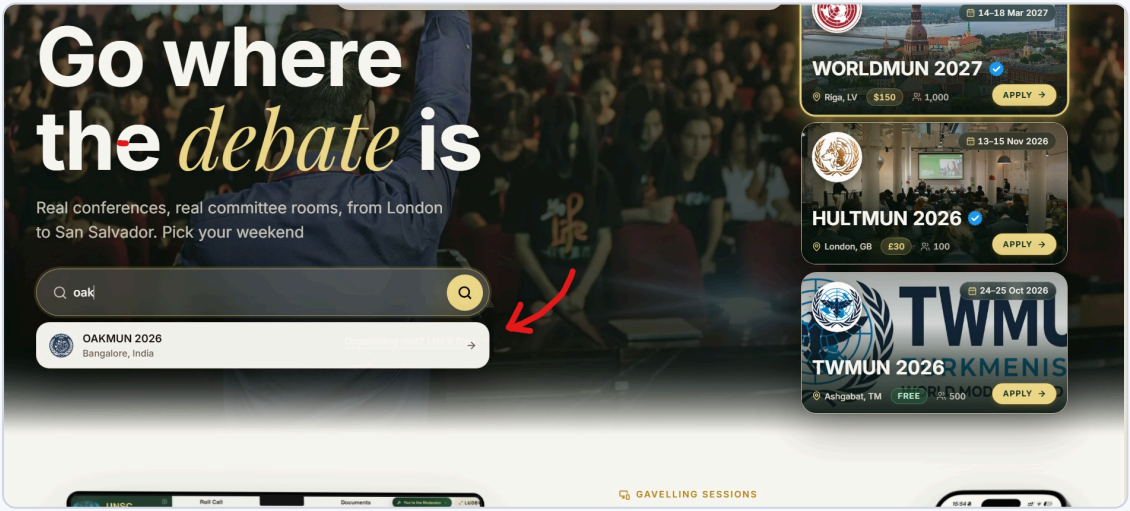
5 Close the pop-up

After signing in, you will see this page. Close the pop-up or click **"maybe later"**.



6 Find OAKMUN 2026

This is the Gavelling homepage. Search **OAKMUN** in the search bar. Click **OAKMUN 2026**.

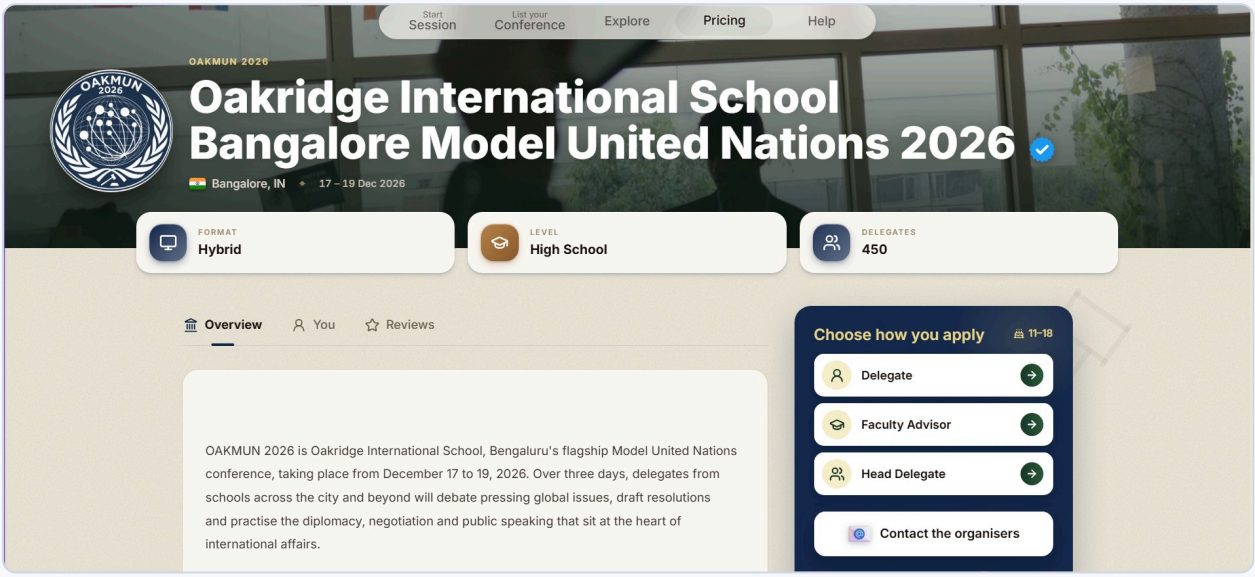


PART 2 · STEPS 7–14

Apply as Head Delegate

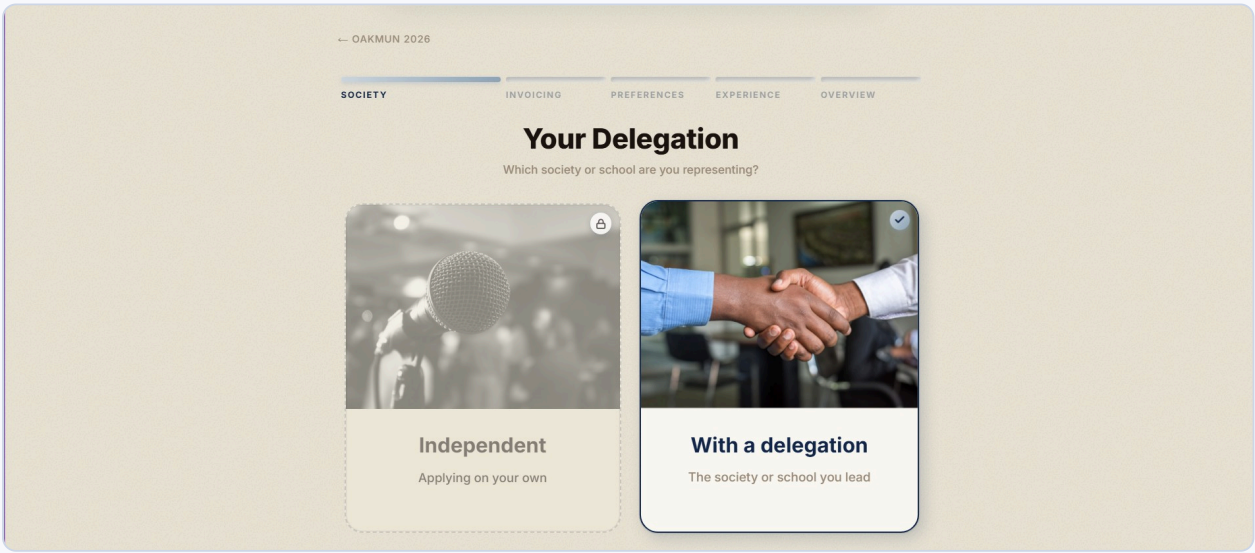
7 Choose “Head Delegate”

Select **OAKMUN 2026**. The OAKMUN 2026 MUN page will open. Under **‘Choose How to Apply’**, select **Head delegate**.



8 Apply with a delegation

Enter your date of birth. Next, choose how you are applying to the MUN. Select **‘With a Delegation.’**

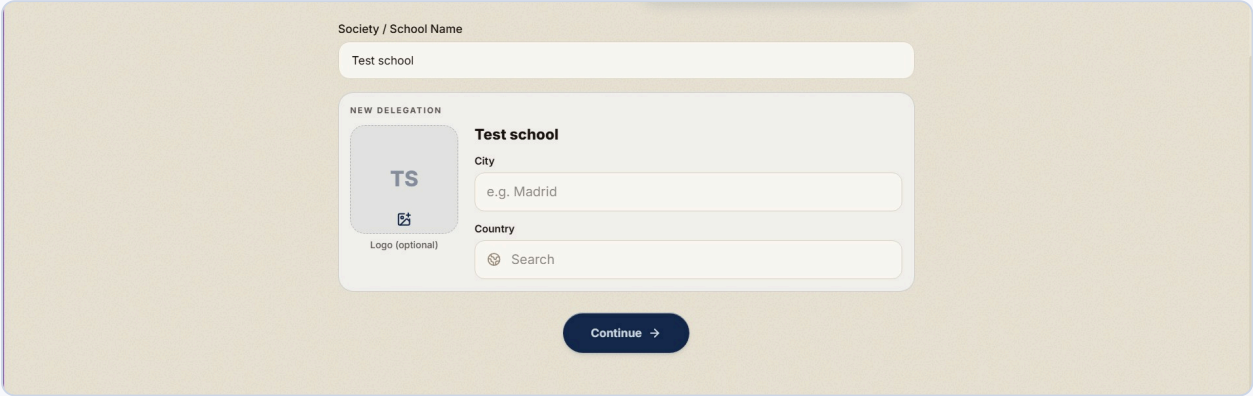


PART 2 · CONTINUED

Create your delegation

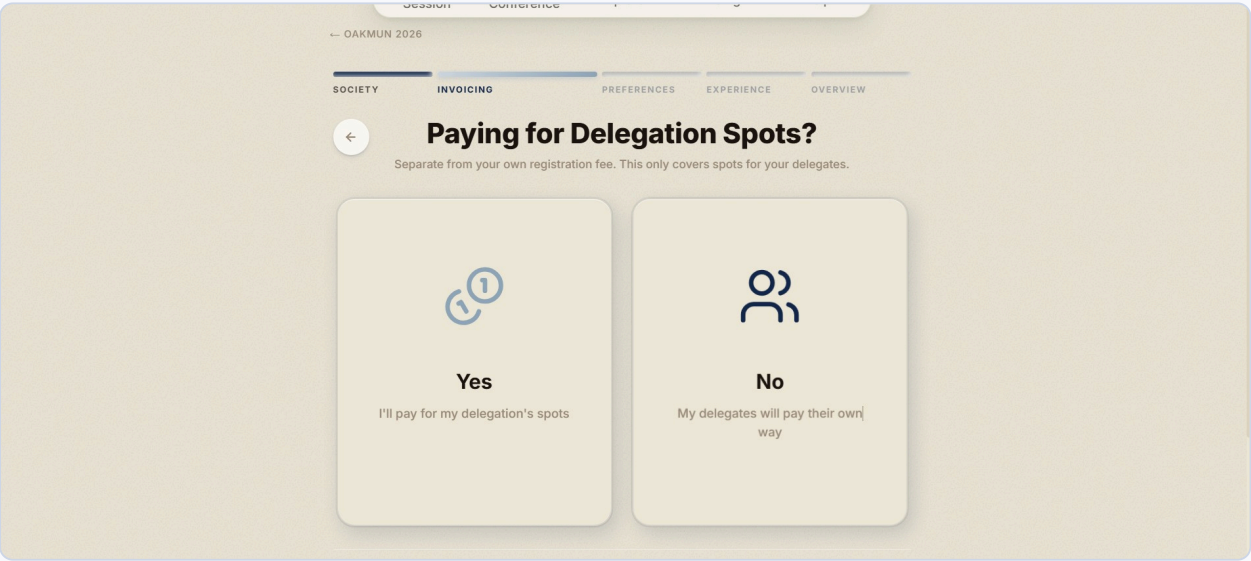
9 Create your school's delegation

Create your school's delegation by inputting the name of your school and the location.



10 Choose how you're paying

Select whether you will be paying for all delegates in your delegation or not. If you are, input how many delegates are in your delegation.



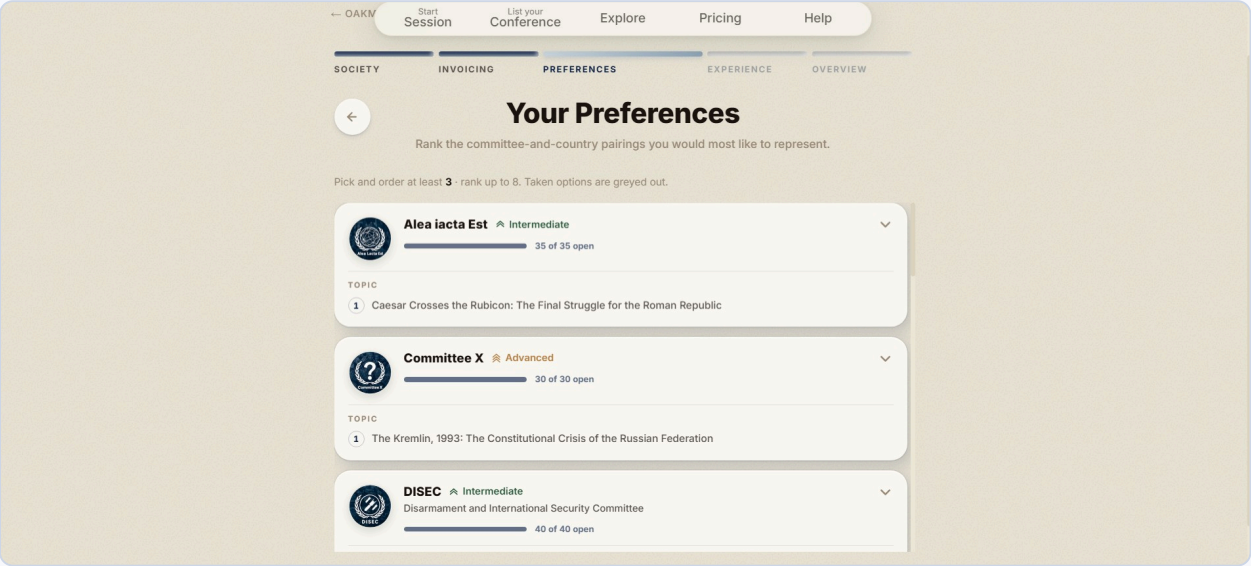
RECOMMENDED We recommend that your delegates **pay individually**.

PART 2 · CONTINUED

Preferences and level

11 Rank your preferences

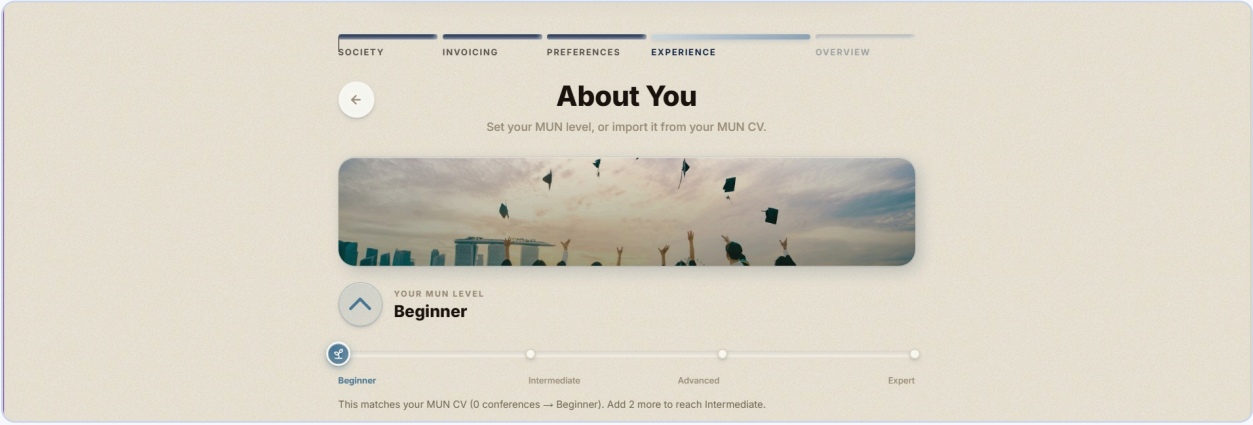
Rank the committee-and-country pairings you would most like to represent. Click the committee and choose 1 or more countries, then choose another committee and choose countries. Then click **continue**.



NOTE You can choose 1 committee and three countries, or 1 country for each committee (total of three). These are just preferences, it's not an assurance that you will be allocated to your desired committee and country.

12 Set your MUN level

Choose your level of experience based on personal MUN history.



PART 2 · CONTINUED

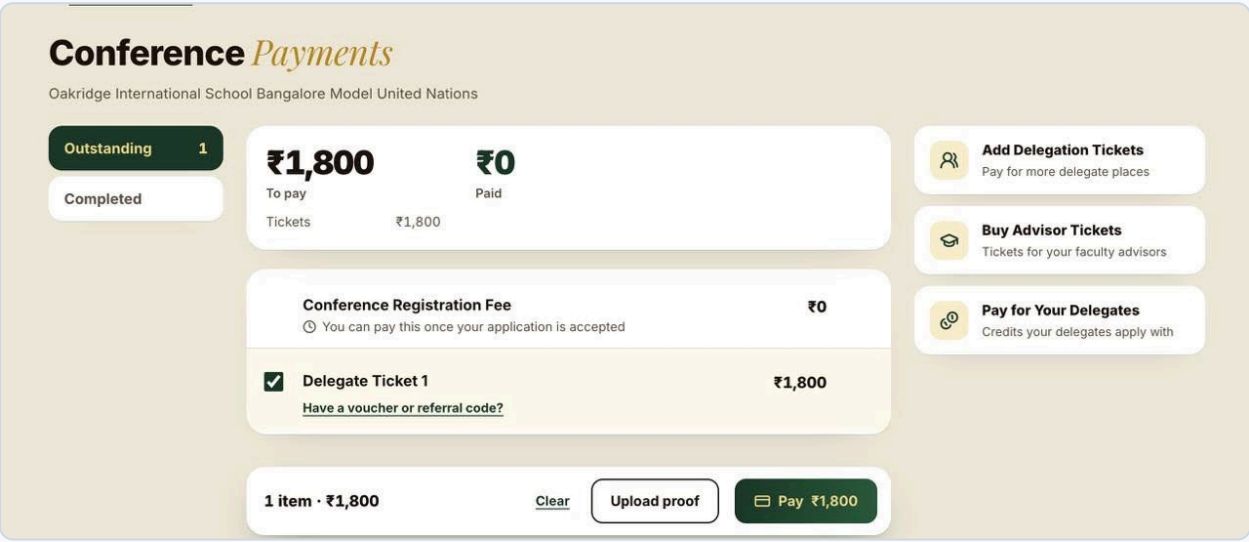
Answer and submit

13 Answer the final questions

Answer a few more questions, then click **continue**.

14 Submit your application

Click **Submit application**. Proceed to step 15 for payment.



NOT DONE YET Your registration is only complete once the registration fee is paid. Turn to the next page for payment.

PART 3 · STEPS 15–16

Pay and get allocated

15 Pay the registration fee

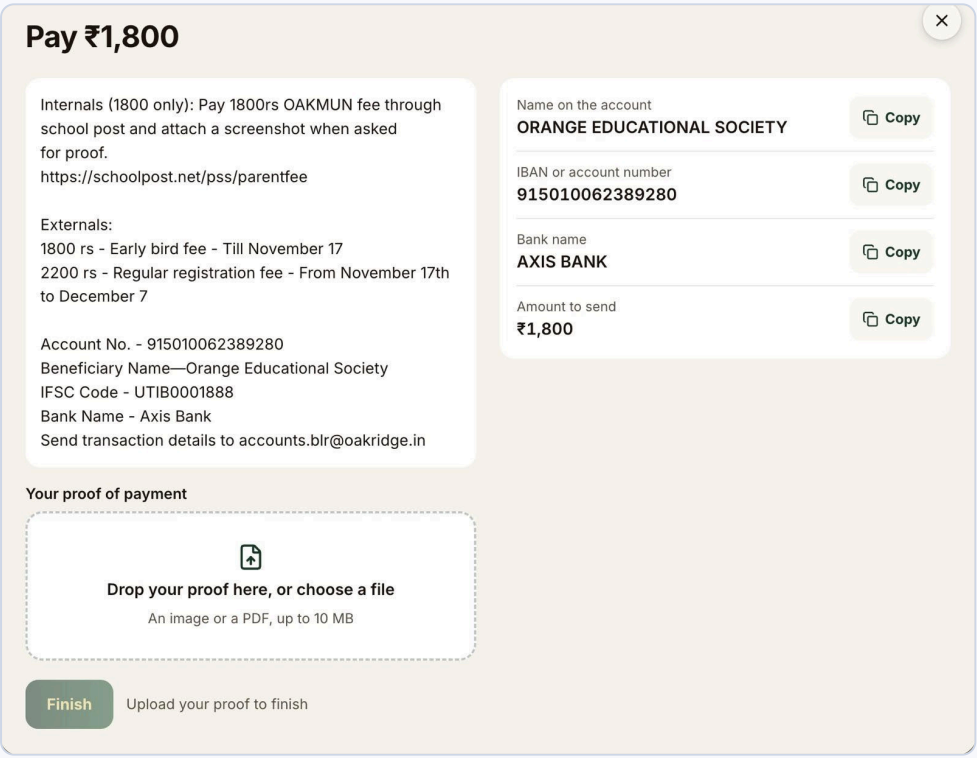
After submitting your application, you will receive an email prompting you to pay the registration fee. Money transfers have to be sent to the account with the following details:

NAME
ORANGE EDUCATIONAL SOCIETY

ACCOUNT NUMBER
915010062389280

AMOUNT (BEFORE NOVEMBER 17TH)
Rs. 1800

AMOUNT (FROM NOVEMBER 17TH TO DECEMBER 7TH)
Rs. 2200



AFTER PAYING Once the payment has been made, upload a screenshot of the payment confirmation to Gavelling using the **'Confirm payment'** button.

16 Receive your allocation

Once the payment is done and confirmed, you will receive acceptance of your application and your committee-country allocation after **24 hours**.