

Student Registration Guide

Introduction

FIRST requires all students to receive various levels of consent before they are allowed to participate in any *FIRST* programs. This registration is **required** to attend competitions, as the roster of registered students is turned in to the event administration. In previous years the registration was known as the *Student Information Management System*, or STIMS. However as of the 2018 season the system has been merged with the other *FIRST* systems to create the "*FIRST* Dashboard". This new system can be confusing at first, but is pretty simple once you understand how it works.

How to Register

Student

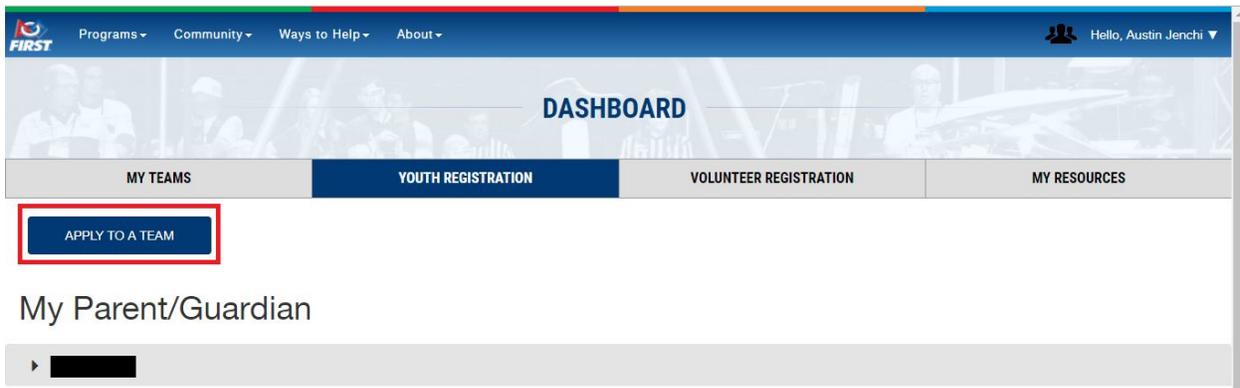
1. Go to the *FIRST* website, firstinspires.org. If you do not yet have a *FIRST* account, click on **Sign Up** and create one. If you do, click on **Log In** and login.



2. After signing in you should see the *FIRST* Dashboard. There are different tabs for different people - mentors, youth, and volunteers. Click on the **Youth Registration** tab.



3. Click on the **Apply to a Team** button.



4. You may have to complete some information about your student profile. For example, you might be asked which school you attend, and whether you qualify for the Reduced Lunch Program.
5. After answering any questions, you should see the **Apply to Team** page. Select the **FIRST Robotics Competition** button and type in our team number, **1294**, to apply to our team.

Step 1: Please select the program.

FIRST® LEGO League Jr. (Suggested ages 6-9)	FIRST® LEGO League (Suggested ages 9-14) Status : Not Eligible	FIRST® Tech Challenge (Suggested ages 12-18)	FIRST® Robotics Competition (Suggested ages 14-18)
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Step 2: Please enter the team number.

Team Number 1294
Team NickName Top Gun
Location Sammamish WA USA
Season 2018

6. After hitting **Apply**, the student part of the registration is complete. A parent consent form may be necessary if you are under 18 - the parent on your profile should receive an email to complete it. Finally, the team's lead mentor has to add you to the roster.

Parent

1. A parent cannot begin registration until their student has completed the process. *FIRST* is supposed to send an email confirmation once the student has been linked to the parent email given during the student registration.
2. Sign in or create a *FIRST* account using the parent email used in the student registration. Access the *Youth Registration* tab.
 - a) See Student steps 1-2 above.
3. A list of students registered to your parent account should appear.
 - b) If no students are listed, check if the **same parent email** as on the student registration was used for the account.

The screenshot shows a parent dashboard for a student named Austin Jenchi. The dashboard includes sections for Team Options, Team Finances, Team Contacts/Roster, and Team Events. A 'YOUTH OPTIONS' dropdown menu is open, showing options to 'Apply to a Team', 'Youth's Profile', 'Youth's School', and 'Youth's Consent and Release'. A large 'Application Pending' watermark is overlaid on the page.

1. If any changes are needed to the student's profile are needed, select the applicable option - *Youth's Profile* or *Youth's School*. If the teal bar labeled "*Top Gun 1294 FIRST Robotics Competition*" does not appear, select *Apply to a Team* and refer to Student steps 5-6 above - the student has not registered for the team yet. Otherwise, select *Youth's Consent and Release*.
2. The *Consent Release* page appears. Read through the *FIRST* consent form, and then agree to it at the bottom.

FIRST
 For Inspiration & Recognition of Science and Technology (FIRST)
 CONSENT AND RELEASE AGREEMENT

English * Spanish

Participant Name: [Redacted]

If Participant is under 18 of age, Parent/Guardian Name:
 Participant Date of Birth if under 18 years of age [MM/DD/YYYY]:
 Participant Address: [Redacted] SAMMAMISH, WA 98074 USA
 Participant Email (If Participant is under 18 years of age, Parent/Guardian Email):

The Participant identified above ("Participant") desires to participate (as a team member, coach, mentor, judge, or in some other manner) in the FIRST Robotics Competition, FIRST Tech Challenge, FIRST LEGO League, FIRST LEGO League Junior, or another FIRST program (the "Programs"). As a condition of allowing Participant to participate in a Program, For Inspiration and Recognition of Science and Technology (FIRST) (FIRST) requires that the Participant (by his or her Parent/Guardian if under 18 years of age) agree to the terms of this Consent and Release Agreement.

1. Participant (and the Parent/Guardian of a Participant under 18 years of age) understands that participation in the Program will expose Participant to risks of injury including, without limitation, injury from building, lifting, and using electrical/mechanical robots and robot components, using tools, other participants, dancing and other associated activities. Participant (and the Parent/Guardian of a Participant under 18 years of age) understands that FIRST does not select, employ, supervise or otherwise exercise authority or control over the coaches, mentors, and other participants in the Program. Participant, if 18 years of age or older, acknowledges and agrees that he/she is primarily responsible for his/her safety. The Parent/Guardian of a Participant under 18 years of age acknowledges and agrees that the Parent/Guardian is primarily responsible for the

Signature (of Participant if 18 years of age or older or Parent/Guardian if Participant under 18)
 09/26/2017

At this point, both the student and parent registrations are complete. If the main dashboard appears similar to the image below, all that's left is for one of the mentors to approve the registration.

Austin Jenchi
 Age: 17 D.O.B: 7/21/2000 YOUTH OPTIONS

Team Membership: Top Gun 1294 FIRST Robotics Competition

Team Options
 Team Information
 Certificates & Awards
 Withdraw Application

Team Finances
 Funds & Grants
 For "Who Made It" (Budget Item) (No money donated to your team)
 Coach/Mentor (No money donated to your team)

Team Contacts/Roster
 Primary Contacts
 Youth Members
 Other Contacts
 Contact Options

Team Events
 No registered events
 Event Options

Appendix A: Resources

FIRST Youth Registration System Overview:

<https://www.firstinspires.org/resource-library/youth-team-member-consent-and-release-form>