

HOW TO REGISTER YOUR CHILD FOR A *FIRST*[®] TEAM



Alamo *FIRST*

Updated Summer 2016



Prep

THINGS TO KNOW:

1. The *FIRST* program your child is participating in (*FIRST* LEGO League Junior, *FIRST* LEGO League, *FIRST*Tech Challenge, *FIRST* Robotics Competition)
2. The team number (2-5 digits long)
note: a 9-digit long number that begins with "2016" is a temporary team number; temporary teams cannot accept team members until the team registration fee is paid
3. If your child is 18 years old, they will need to create their **own** account, following Steps 1 & 2.

Step 1

- Visit www.firstinspires.org



Have you registered a child in the past?

No: Select "Sign Up"

Yes: Select "Log In"



If you selected
"Sign Up" ...



Create a new *FIRST*® account!

Please enter the information below to create a new account!

Email *

First Name *

Last Name *

Date of Birth*

Password *

Confirm Password *

Agreements* [Privacy Policy](#)

Need Help?

Phone:

(603) 666-3906 or
(800) 871-8326

Customer Service Email:

customerservice@firstinspires.org

Finance Extension:

563

Finance Fax:

603-206-2079

Finance Email:

ar@firstinspires.org

Hours:

Monday - Friday,
8:30 - 5:00 EST/EDT

**Complete this form with your (the parent/guardian's)
information, then click "Register"**

If you selected
“Log In”...



Login With FIRST Account

Email Address

Password

Show Password Remember Me

LOG IN

[Forgot Password](#)
[Not registered yet? Sign Up here](#)

Log in using your information from the old system, STIMS.
Note: if you are also listed as a team’s coach or admin contact,
use the same login information.

Step 2

Once you have 1) created a profile and/or 2) logged in, you should see your Dashboard.

The screenshot shows a user dashboard for the FIRST organization. At the top right, there is a search icon and the text "Hello, Megan Clark". The main header area features a colorful nebula background with the word "DASHBOARD" in large white letters. Below this is a section titled "I WANT TO...+" containing four icons: "UPCOMING TASKS", "MY INVITATIONS", "MY EVENTS", and "RESOURCE LIBRARY". To the right of these icons is a dark blue box with the text "FLL: MUSTANG 5 ALIVE (Team: 13464)" and a downward arrow. The dashboard is divided into two main sections. The left section, titled "No Upcoming Tasks", is currently empty. The right section, titled "Team Tasks", includes a link "Add Team" and a box containing a pencil icon, the text "CONSENT & RELEASE FORM", and a link "Sign Form". At the bottom of the dashboard is a dark blue footer with the FIRST logo and social media icons for Facebook, Twitter, YouTube, and Instagram.

Note: your view may differ.

Step 2

To register your child, click "I want to...+"

SEARCH Hello, Megan Clark ▾

DASHBOARD

I WANT TO...+

UPCOMING TASKS MY INVITATIONS MY EVENTS RESOURCE LIBRARY

FLL: MUSTANG 5 ALIVE
(Team: 13464) ▾

No Upcoming Tasks

Team Tasks [Add Team](#)

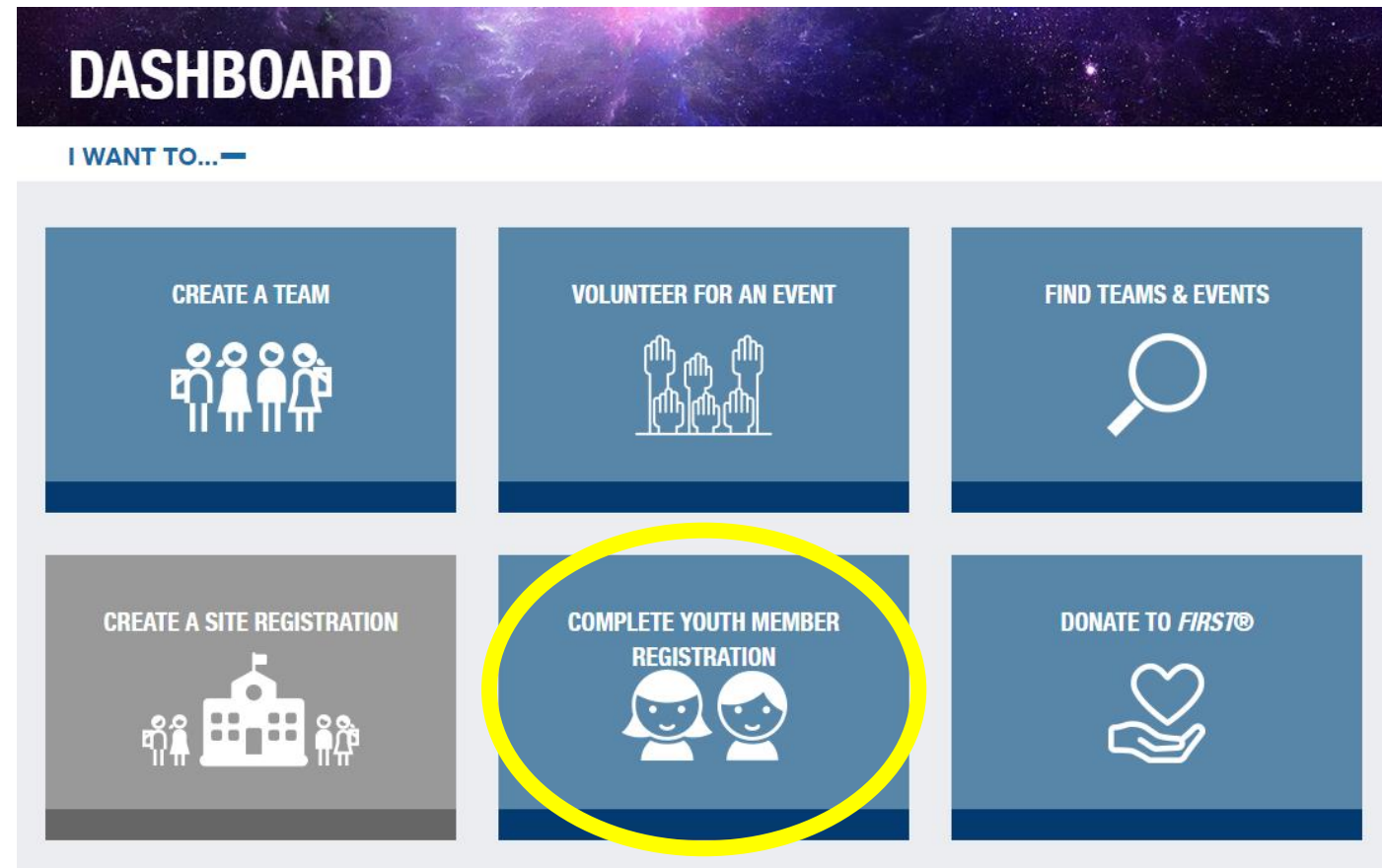
CONSENT & RELEASE FORM
[Sign Form](#)

FIRST

Note: your view may differ.

Step 2

On the menu that appears, choose
“Complete Youth Member Registration”



Note: your view may differ.

Read the instructions, then click "Add Youth."

Step 3

FIRST YOUTH TEAM MEMBER REGISTRATION
[STIMS: Student Team Information Member System]

Dashboard Logout

My Profile

Name	User Profile
Megan Clark megan.clark@sastemic.org [REDACTED]	Complete Edit/View

My Children

Instructions





The following are the 4 steps to complete registration:

1. Complete Youth User profile. Parents of youth will need to complete all required fields.
2. Complete the School section, must be completed by parent of youth
3. Apply to your *FIRST* Team(s). You will need to know the team number and *FIRST* program.
4. Complete the Consent Form section– you are done!

[Add Youth](#)

[Privacy Policy](#)

After completing the “School” portion, you will see the following screen:

Name	User Profile	School	Consent Form Status
	Complete Edit/View	Complete Edit/View	Incomplete Edit/View
 Junior FIRST® LEGO® League	 FIRST® LEGO® League	 FIRST® Tech Challenge	 FIRST® Robotics Competition
Apply to JrFLL Team	Apply to FLL Team	Drop Team FTC Season: 2016 FTC Team: <input type="text"/> Status: Applied	Add Youth Email Must have a youth email address in order to apply to FRC

Step 3

You will be able to click the “Apply to Team” button for the appropriate program. You will need to enter the **team number** at this time.

You can also see the status of your application once you have entered the team number.

Finished!

Once you have completed the registration form, your child's coach will receive an email notifying them that you have applied to join the team.

Once they have accepted your application, the team will show up on your Dashboard.