

Conference Registration System

Registration deadline is Friday, March 2, 2018 at 5PM. Out of consideration to staff and technical chairs, absolutely no registration will be accepted past the deadline.

A Registration Summary will be emailed from our office following this deadline. If there are any issues with your registration including misspelled names or contest errors, please contact us immediately.

All contestants, delegates, and candidates must be submitted members of SkillsUSA by March 1. There are no exceptions.

Cancellations will be charged the full conference rate past the March 2 deadline. Substitutions are allowed for same contest only. **Substitutes must have been SkillsUSA members by March 1.**

1. Login at <http://www.skillsusa-register.org/Login.aspx>

-This is also the site you submit membership, please do not confuse membership with conference registration. Students that attended a fall conference are not automatically SkillsUSA members.

-Do NOT let students create their own login. This registration will not be accepted.



2. Choose Conference to be taken to the registration page.



3. Filter Event: SkillsUSA Arizona Championships and click “New Registrant” (hint: if the new registration button is not visible, you do not have an event chosen or registration is not open.

SkillsUSA Arizona State Office

Add Registrant Fee Estimate Show Invoices Submit Registration

If you have questions about a competition, please email (carrie.wolf@azed.gov)

Filter Event: SkillsUSA Arizona Championships Lookup Previous Regs

Edit ** Print Name School Contest Reg Type Te

4. Register Attendee Screen

-Select Registration type

-Choose a member from the drop down (NOTE: if the name does not appear in the drop down, the person may not be a member. All registered students and advisors must be members by March 1)

-Select contest(s). A student may participate in one “Skilled and Technical Sciences Contest” and one “Leadership Development Contest” (with the exception of TeamWorks and Photo students).

-Many contests, including leadership, are limited per chapter, which is the school, not per program or advisor. Please plan preliminary contests accordingly.

Team Contests

Students competing on a team contest must be sequenced. All members of a team must have the same code. Each member gets a sequence number. For instance a team of 3 in Welding Fabrication would be team A1, A2, and A3. It is critical if you have multiple teams in a contest to sequence them correctly for scoring purposes.

Select Registration Type: Contestant ?

Select School: SkillsUSA Arizona State Office - Phoenix

Select Member to Compete: -Select a SkillsUSA Member-

Contest Details

Division: High School

Category: Skilled and Technical Sciences Contests

Contest: -Select a Contest-

Contest Reg. Type: Contestant

Contest Details

Division: High School

Contest: 3-D Visualization and Animation Team of 2, limit 3

Contest Reg. Type: Contestant

Team Code: A

Team Sequence: 1

5. Finalize Attendee details

Training Program: this is not the contest. This is the student's membership section. It is important if you require a fee summary subtotaled by section. More information in section 6.

Division: confirm student is in correct division

Full Address

Shirt Size

Telephone

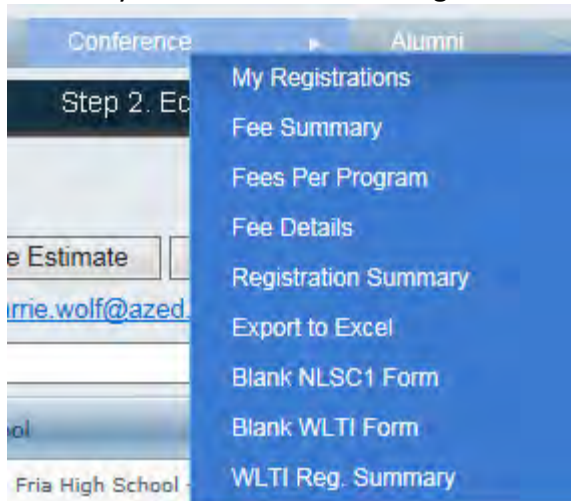
Date of Birth: accurate DOB is needed this year for the scoring system

If the participants name was misspelled in the membership system you will not be able to edit it. Please contact our office.

School: Agua Fria High School - Avondale (Dist: 5) - TPP	ADD NEW Event? -Register for another event?	Duplicate
Training Program: Carpentry		
Select Division: <input checked="" type="radio"/> High School <input type="radio"/> College/PS <input type="radio"/> Middle School	Select Level: <input checked="" type="radio"/> Student <input type="radio"/> Professional	
THIS NAME WILL APPEAR ON BADGES AND CERTIFICATES!	Shirt Size: Medium	
Participant's First Middle & Last Name Student Example	Registrant Type: Contestant	
Participant's Home Address: 1535 W Jefferson St	Home Telephone Number (with area code):	
City: Avondale State: AZ Zip: 85345	Date of Birth: 5/16/1995 Age: 19 Gender: Male	

6. Fee Estimates and Invoices

The system will not send an invoice automatically. SkillsUSA Arizona will send out invoices after registration has closed. To begin your PO process, please use the fee summary obtained by using the conference tab. "Fee Summary" will list all students registered from the school. "Fees Per Program" will subtotal by section area.



7. Questions?

-Call our office at 602-542-5565.