

How to register in STIMs:

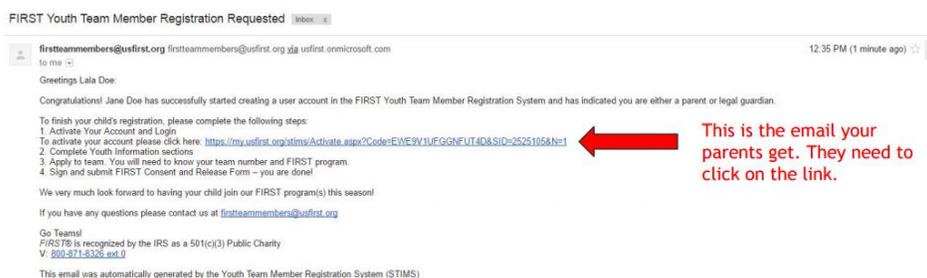
This is a 2 part process. The student begins the process, enters the parent email information and the parent finishes the registration.

STUDENTS:

1. Open a web browser and go to this URL: firstinspires.org
2. At the right corner of the screen, click Login
3. Returning students : Enter your STUDENT email and password. Skip to step 5.
4. NEW students: Click the “Sign Up Here” link in the bottom of the left pane.
 - a. STUDENTS: Fill in your email, name, birthdate and click the agreement box.
 - b. STUDENTS: Open the email inbox of the email you entered and confirm the email.
 - c. STUDENTS: Go back to the login screen (it should give you a link) and log in with your student email and your password.
5. On the Dashboard, click the Youth Member Team Registration button.
6. In the middle of the screen is a button, outlined in green, named “Edit/View”. Click this button.
7. STUDENTS: in the middle of the screen, fill out your parent’s information. The most important part is that you MUST USE A DIFFERENT EMAIL ADDRESS for your parent than you are using as a student. Enter your parents’ first name, last name, email address and phone number.
8. In the program boxes for FLL jr, FLL, FTC and FRC, check the boxes of the programs the student has participated in previous years.
9. STUDENTS: at the bottom of the page, click the Save Account Information button.
10. PARENTS: You will get an email to finish the registration.

PARENTS:

Open the email sent to you by “Accounts”. It will look like this:



1. Click the link to activate your email (even if you have registered in previous years!)
2. On the login page, click “Forgot Password”. Enter the SAME EMAIL ADDRESS as your student entered for you.
3. Check your email for the password reset link.
4. Reset your FIRST account password.
5. [Login to the FIRST website](#). Enter the same email address and password as you just reset.
6. On the Dashboard, click the “Complete Youth Member Registration” button.
7. In the middle of the page, there is a button, outlined in green, named “Edit/View”. Click this button.

8. Enter the information as requested for the User Profile.
9. Enter the school information. Click the “Edit/View” button, outlined in yellow.
10. Enter the information as requested. Search for the school by zip code. The zip code for NDP Is 48340.
11. Click SAVE to finish this page.
12. Apply to the program. Click the blue button named “Apply to FRC Team”.

Name	User Profile	School	Consent Form Status
Jane Doe janedofrc125@gmail.com 8589826436	Complete Edit/View	Complete Edit/View	Incomplete <small>(Can't Complete Form without complete Youth User Profile, School and Team Application)</small>
 Junior FIRST®LEGO®League	 FIRST®LEGO®League	 FIRST®Tech Challenge	 FIRST®Robotics Competition
Apply to JrFLL Team	Apply to FLL Team	Apply to FTC Team	Apply to FRC Team

13. In the FRC team number field, enter the number 33.
14. Make the team name is “Killer Bees”.
15. Click the blue button, “Apply to Team”.
16. Click OK.
17. Sign the Consent Forms electronically. Another “Edit/View” button will appear. Click on the button “Edit/View” and accept the Electronic Consent Forms.

Name	User Profile	School	Consent Form Status
Jane Doe janedofrc125@gmail.com 8589826436	Complete Edit/View	Complete Edit/View	Incomplete Edit/View

When you see this screen, you are done!

Name	User Profile	School	Consent Form Status
Jane Doe janedofrc125@gmail.com 8589826436	Complete Edit/View	Complete Edit/View	Complete/Signed Edit/View
 Junior FIRST®LEGO®League	 FIRST®LEGO®League	 FIRST®Tech Challenge	 FIRST®Robotics Competition
Apply to JrFLL Team	Apply to FLL Team	Apply to FTC Team	Drop Team
			FRC Season: 2017 FRC Team: 33 Status: Applied