

Sk8stuff Online Registration for Competitions

When you register online for a competition at sk8stuff, you can have confidence that your name and information will be entered correctly in the competition's records. You will know that they get your registration moments after you type in the information.

It is important to understand that online registration is a 2-part process. When you register online for a competition using sk8stuff the first step is the one where you type in the information. The second step is just as important – you must print off the “payment coupon and signatures page”, get it signed in the appropriate places, and mail it to the competition along with your check for payment. It is not possible to pay with a credit card at this time.

Please note also that the registration must be entered by a person of legal age.

Getting Started

Competitions which have sk8stuff Online Registration available are listed in the left column on the main page at sk8stuff.com, in the area titled “Online Register or PI”. Simply click the name of the competition you wish to register for and you will be taken to the event information page for the competition. There you can review the “announcement” or other information about the competition, and then when you are ready you can click on the link that says “Register Online for this Competition”. This will take you to the actual online registration form.

Figure 1



Figure 2

When you are ready to register, you should do it from a computer that has a printer available, as you will need to print your payment coupon at the end of the process. It is possible to reprint your payment coupon later if necessary, but if you plan to do that, be sure to at least write down the PIN number that is assigned to you and displayed on the top of the payment coupon. You will need that number to log back in to reprint the coupon.

Note that your PIN changes with each competition.

Registration Form

The online registration form has several sections to group related information. Each area has fields in which you type information. You can advance between fields using the tab key on your keyboard, or by clicking with your mouse. Most of the fields are pretty self-explanatory. A couple notes below though on special things to consider.

Email

Email is the primary means by which the competition will contact you. It is very important that you enter your email address correctly. We ask you to type it twice to help guard against accidental typos. You may wish to enter a parent's email here if the skater does not have a personal email address.

Birthdate

It is important that you enter an accurate birthdate for your skater. The skater's age is often used to group skaters of similar age when an event requires multiple flights. Enter the birthdate as MM/DD/YYYY using numbers for the month, date, and year (4 digits for the year) – for example 3/15/2003 if your skater was born on March 15 of 2003.

USFSA Number

This is the unique key by which you are identified throughout the competition database. It is important that this number be entered and be correct. If you are a member of USFSA or of a USFSA Learn-to-Skate program you have a USFSA Number – it will be on your membership card. **If you have applied for membership but haven't yet received your card, please enter the digit "0" (if you do this the system will internally identify you by a temporary number for the duration of this competition).** If you have a number but you don't know it at the time you are registering, it would be best to go find it then come back to your computer and register later. Do not guess...

Home Club or Rink

This is a free text field in which you can enter your club or rink name. As you type, it will begin to offer suggestions that are similar to the words you are typing – hopefully your club or rink will appear in the list. If it does you can use the arrow keys on your keyboard to select the proper name. Using this feature will minimize the number of typing errors and misspellings. If you are a member of a USFSA club, please indicate that club name as your club. If you are a learn-to-skate student who has not yet joined a USFSA club, please enter the name of the rink or the Learn-to-Skate program that you are associated with.

About Your Coach

Most skaters take a coach to their competitions and that coach is with them at the ice door during flight warmups/etc. If you do so, that coach **MUST BE** registered through the USFSA as a coach (this process provides for background checks and some other things which protect you and help to ensure that your skating experience is the best and safest that it can be). This field is where you indicate who will be coming with you. The coach that you indicate here will be given credentials that allow them to be with you at the competition. Nobody other than those who are appropriately credentialed will be allowed to be with you at the ice door (not even your mom or dad...).

If you are a basic skills skater and do not have a personal coach, the leader of your class will give you guidance as to what name you should enter as your coach.

If you are bringing a second coach, indicate the name of the second coach in the "About Your Coach (Additional Coach)" boxes.

Events Desired

Select the event(s) you desire from these fields.

Note that if you enter some types of events you are encouraged to type additional supporting information in the **"Special Notes/Requests to Competition Committee"** box that appears lower on the form. For instance if you enter an event that is part of the National Solo Dance Series, you should type your NSD competitor number in this box. If you enter an event in which you will have a partner (couples dance, pairs, artistic duet, team compulsory etc) you should type your partner's name(s) in the Special Notes box to help the LOC know who you will be skating with.

For Synchronized Team Skating events, only 1 person should actually select the event (order it) from the online registration form. This person should be the team captain or lead skater on the team. Type the Team Name and club or rink of record in the Special Notes box. Also please print a copy of the team roster form from the website and write the names of all team members on it and send it along with your payment coupon.

You're Done!

Once you've mailed the signed payment coupon and your check to the competition committee your registration is complete.

Reprinting Your Payment Coupon

If for any reason you need to reprint your payment coupon after you've left the original browser screen you may do so easily. Return to the event detail screen (see Figure 2 on page 1 of this document). Click the "Reprint Payment Coupon" link. You will see a blue logon screen similar to the one shown below. Select your name from the "Competitor Name" dropdown and type your PIN in the "Your Private PIN" box. Then click the [Log On] button. Your payment coupon will be displayed.

If you forget your PIN, simply click the green [Email My PIN] button after selecting your name from the dropdown. You will see a confirmation screen, then once you acknowledge that your PIN will be immediately emailed to your email address of record.

The PIN can only be sent to the email address associated with the name requested (nobody else can have your PIN emailed to them...).

Competitor Name
-- Select Name --

Your Private PIN

Please select your name from the menu above, then enter your PIN in the appropriate box. After filling in both fields above, click the blue [Log On] button to submit your login request.

*If you don't know your PIN, you may **select your name** in the menu above, then click the green [Email My PIN] button to have it automatically emailed to you.*

If the PIN box just empties out when you press the [Log On] button, it probably means you've typed an incorrect PIN. If you continue to have difficulty, you may email [Don Korte](#) for help.

Planned Program Element Sheets (PPE)

If you are entering an event that will be judged using the International Judging System (IJS) you will need to click the link to "USFSA Members-Only page to enter Planned Prog Sheet", and enter the requested information about your program content (the jumps, spins, moves you will perform). This link is on the event detail screen (see Figure 2 on page 1 of this document).

IJS judging is typically only used for higher level events (ie Juvenile and above). If you are entering a lower level event, or any event at a Basic Skills competition, you will likely not need to do this.