

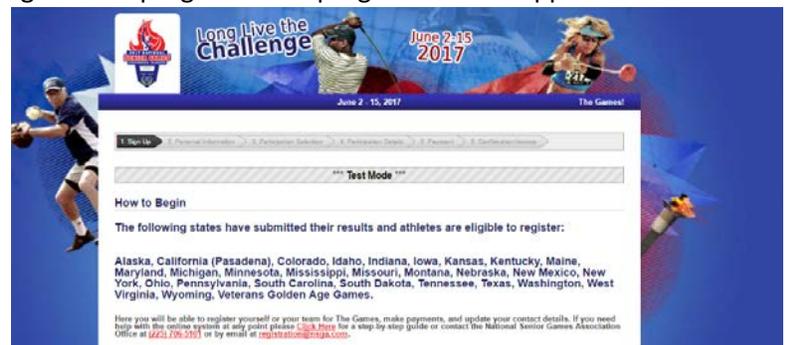
## HOW TO REGISTER - Guide

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Welcome to the 2017 National Senior Games Registration System!

Before you begin, please make sure that you have your registration/account number or your email you used to register for your qualifying game readily available. Your registration/account number will be the same account number you used with the National Senior Games registration program in previous years. If you don't know your password, select forgot password and after entering your email you may request a password reset link be sent to you. This will only work if we have the correct email on file. You should receive this link within about ten minutes. If you do not receive it, please check your spam/junk email folders. The link will be active for 72 hours. If you are still having problems, please email us at [registration@nsga.com](mailto:registration@nsga.com). Once you have logged in you will be given the opportunity to change your password if you would like.

When you go to the online registration website, the first page you will see is titled "How to Begin." Notice the progress bar at the top of the page. The first item, "Sign Up," is highlighted in black, which means that you are in the "Sign Up" section of the registration program. This progress bar will appear on every page throughout the registration process. Some items highlighted in the progress bar may have more than one page associated with them. In addition to having your email/registration number readily available if you are signing up for Doubles/Mixed Doubles events, you will need your partners Name (first and last), year of birth and email address. Also, please have a Visa, Discover or MasterCard ready for the payment of your registration fees.



After you have read the information on the "How to Begin" page, you are ready to proceed with the registration. (Shown above) **Click Next.**

The next page is where you will select to begin the Registration Process.



June 2 - 15, 2017 The Games!

1. Start up 2. Personal Information 3. Participant Details 4. Participant Orders 5. Payment 6. Confirmation Email

\*\*\* Test Mode \*\*\*

### 2017 National Senior Games Registration

Register yourself, your team, make payments, update your personal information and your emergency contact details. To get started you will first need to login, then you will just be a few steps away from completing the registration process.

You will be required to have an email address on your account to proceed with the registration.

If you have qualified and would like to register for the games please [click here to log in to your existing account](#). If you are new to the games and would like to enter one of the Demonstration Sports please use the [Non-Qualifiers link](#).

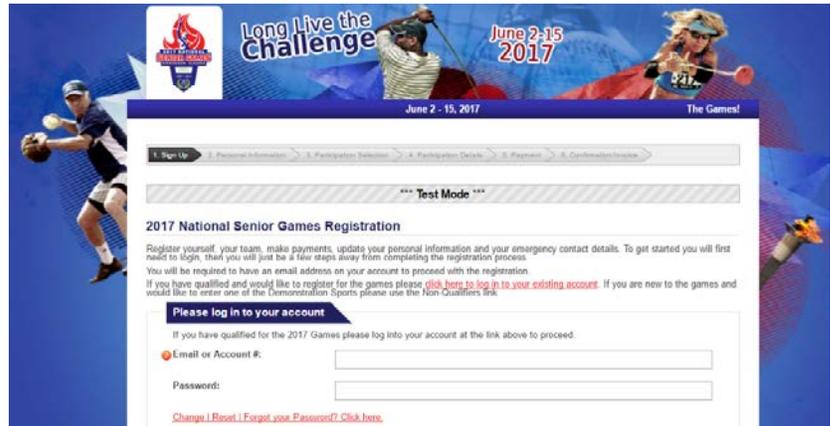
[2017 Qualifiers Log in and Register](#)      [Non-Playing Coaches and Demonstration Sports Register](#)

[Change / Reset / Forgot your Password? Click here.](#)  
[www.usnsa.org/2017-nsg-registration](#)

[Contact / Rules / Setup](#)  
Member: United States Association

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The next page is the "Login" page. (Shown on right.) Note the instructions on the "Login" page. The registration program will lead you through registering yourself in individual events, doubles events, and team sports. Before you can join a team as a team member, the team captain must have registered the team. Thus, if you are on a team please contact your team captain and make sure that your team has been registered. When the team captain registers the team, he/she will be charged the team fee at that time. After the team has been created, all other team members may join the team as they go through the registration process.



The other instruction on this page states that ***you must have an email address to register***. The National Senior Games and your state games will send out important notices about The Games via email. If you do not have an email account, you can click on the link provided to open a free Gmail account.

Now, you may enter your registration number or email address and your password. Then **Click the Login button**.

Note that you have moved from the first item on the progress bar to the second item. This page is a short form of your personal profile information. (Shown on the right.) Your name, date of birth and gender should appear. If the name that appears is not your name, click the previous button and try to login again. If you still don't have the right name, please contact the NSGA at [registration@nsga.com](mailto:registration@nsga.com).

The name in the first name, middle initial and last name blocks should be your legal name. (There is another place to enter your preferred name.) So if your real name is William and you go by Bill, you should enter William in the first name block and Bill in the preferred name block.

At the bottom of the page, you have an opportunity to change your password. If you change the password, make sure you make a note of the new password because you will need it the next time you login. (You will have another chance to change your password later in the registration process.) If you wish to change your password, just click in the box that is labeled Change Password. When you click in the change password box, the registration program opens two boxes where you should enter your new

password. Note the instructions; you must have at least six characters in your password and at least one of them must be a number.

After you have completed all entries on the General Information page, **Click the Next button.**

This next page is where you will make any changes to your Personal Information (address, email, etc.) You will also fill out your Emergency Contact Information. At the bottom of the page there are two optional questions to answer.

**General Information**

**Ethnicity:**  
*This question is being asked for a general information study. You do not have to answer this question.*

Choose...

**What previous games have you attended?:**

<input type="checkbox"/> 1987 St Louis	<input type="checkbox"/> 1989 St Louis
<input type="checkbox"/> 1991 Syracuse	<input type="checkbox"/> 1993 Baton Rouge
<input type="checkbox"/> 1995 San Antonio	<input type="checkbox"/> 1997 Tucson
<input type="checkbox"/> 1999 Orlando	<input type="checkbox"/> 2001 Baton Rouge
<input type="checkbox"/> 2003 Hampton Roads	<input type="checkbox"/> 2005 Pittsburgh
<input type="checkbox"/> 2007 Louisville	<input type="checkbox"/> 2009 San Francisco
<input type="checkbox"/> 2011 Houston	<input type="checkbox"/> 2013 Cleveland

After you have completed all entries on this page **Click the Next button.**

If you qualified in an individual sport the Sports Selection page will be displayed. (Shown left) The individual sports in which you qualified will be listed on this page. Select the sports for which you wish to register. **Remember you can only enter TWO Individual Sports.** As you proceed through the registration process you will see individual sports pages for each sport that you check. The events in the sport will be listed on the individual sport page which is where you will sign up for “singles, doubles, 100 m run, 50 backstroke, etc.” After selecting your individual sports **Click Next.**

1. Sign Up > 2. Personal Information > 3. Participation Selection > 4. Participation Details > 5. Payment > 6. Confirmation/Invoice

**Sport Selection - Individual Sports**

Individual Sport Selection  
(Maximum two sports)

Please refer to sport rules if you have questions (rules posted online).  
To enter team sports please proceed to the next screen (which will display only if you have qualified for team sports)

Please select your categories of participation:

Track & Field

◀ Previous Next ▶

If you qualified in a team sport, the Team Sport Selection page will be displayed. (Shown on the right.) The team sports in which you qualified will be listed; select the team sports in which you wish to participate. **Remember there is a maximum of TWO Team Sports allowed.** You can play on one team and be a non-player

1. Sign Up > 2. Personal Information > 3. Participation Selection > 4. Participation Details > 5. Payment > 6. Confirmation/Invoice

**Sport Selection - Team Sports**

Team Sport Selection  
(Maximum two sports)

Please refer to sport rules if you have questions (rules posted online).

Please select your categories of participation:

Softball  
Team Captains enter your team, players join your team.

◀ Previous Next ▶

1 Sign Up | 2 Personal Information | 3 Participation Selection | 4 Participation Details | 5 Payment | 6 Confirmation/Invoice

4.1 Track & Field | 4.2 Softball (Team) | 4.3 Personal Information | 4.4 Additional Information | 4.5 Individual Sport Participant Waiver | 4.6 Team Sport Participant Waiver | 4.7 Donation

### Track & Field

Please select your event.

Age Group: \* 60-64

#### Track Events

50M:	<input type="checkbox"/>
100M:	<input type="checkbox"/>
200M:	<input type="checkbox"/>
400M:	NO
800M:	NO
1,500M:	NO

#### Field Events

Long Jump:	<input type="checkbox"/>
Triple Jump:	<input type="checkbox"/>
High Jump:	NO
Pole Vault:	NO
Javelin:	NO

coach on another team if the teams are not in the same age division. After selecting your team sports **Click Next.**

The 2015 National Senior Games will offer three demonstration sports – Disc Golf, Judo and Baseball. If you wish to sign up for either of these sports, just click in the box beside the name of the sport. For more information on these demonstration sports, go to [www.nsga.com/demonstration-sports.aspx](http://www.nsga.com/demonstration-sports.aspx)

[sports.aspx](http://www.nsga.com/demonstration-sports.aspx)

**Click the Next button.**

There will be a Sports Page for each sport you check on the Sports Selection Page. These pages are unique to the sport. Some Sports Pages will have questions for the registrants to answer. These questions pertain only to that sport and provide information the sports coordinator requested. **Click Next** to go to the next page which will list the events within each sport, for example, the “badminton page” would list “singles, doubles and mixed doubles” and gives you an opportunity to sign up for the events in which you qualified. The swimming page would list “50 backstroke, 100 backstroke, 100 butterfly,” and all of the other strokes available in swim meet. You will see a check box after each event for which you qualified; you will see a *No* after the event if you did not qualify for that event. (If you think you’ve qualified for an event that is marked *No*, please contact your state games office.)

When you finish with your first sports page, **Click Next** to go to the second sports page (if you selected a second sport) and complete that page. **Click Next.**

After you go through all the individual sport pages the team sport pages will be displayed. The team captain must register the team before you can join the team as a team member. Then, follow the instructions on the Team Selection page to join the team.

The team captain must register the team. **Click on the Join or Create a team button** and complete the “create a team form” that is displayed. Enter the team name. You should also enter a team code; this could be the team number that you have used in previous games or a code you make up. Give this code to your team members and it will be easier for them to find the team when they register. As team captain, you can also register your team members but you must have the information needed to complete their personal profile page, name, address, date of birth, e-mail address, emergency contact information, T-shirt size. You (The captain) will also have to pay the \$9.00 processing fee for each team member. If you are a team member, **Click Join an existing Team**, and proceed through the sections on the screen. **Click Next**, after registering for all your sports.

You are now presented with a more detailed personal profile page. All items indicated by an asterisk must be completed. On this page you are asked to provide a cell phone number. The NSGA ask for a cell number in the event you must be contacted while you are at the 2015 National Senior Games.

Please answer the questions at the bottom of this page under the label General Information. These questions provide statistical information which is helpful to the NSGA and the National Senior Games. After completing this page, **Click Next**. Here you will answer a few more questions. After answering, **Click Next to go to the next page**.

Carefully read the liability waiver and if you agree with the waiver click the down arrow in the I Agree box and select **Yes, I agree**. **Then click the Next button**. (You will have two waivers for which you must **Click I Agree**, if you are registering for both individual sports and team sports.)

Donations help in conducting quality games. Registration fees are not enough to cover all the expenses of the National Senior Games. This page gives you an opportunity to make a donation to The Games, upon review and completion please Click **Next**.

You are almost finished! This page is the Payment page. A list of your charges is shown at the top of the page. If you wish to change anything about your registration, you can click on the appropriate Edit command.

Scroll down to the Payment via Credit Card section. Enter credit card owner’s name exactly as it appears on the card. Then enter the other information and check it carefully for accuracy. **Click Next** and your credit card will be charged. The next page is your receipt and confirms that you are registered for the games. If you want a copy of this receipt, **Click the Print button**.

**Click Finish** and you’re done. See you at The Games!