



## Instructions for On-line Registration BTC "All-Comer's" Indoor Track & Field Meet



The BTC "All-Comer's" Indoor Track & Field Meet goes to on-line registration as paper entry forms will no longer be accepted. Make sure to review all of the information below and verify the deadline for on-line registration.

On-line registration is provided by Coach O at [www.coacho.com](http://www.coacho.com). Go to "On-Line Registration" and select the date and meet you wish to enter from the "Coach O Calendar".

- You may use a MasterCard, VISA credit card or E-check to pay for on-line registration with Coach O.
- Deadline for submitting an on-line registration for the **BTC "All-Comer's" Indoor Track & Field Meet is 11:59 PM (MST) on Thursday, February 9, 2012.**
- If you are a first time user of Coach O on-line registration it is highly recommended that you give yourself ample time to enter the meet and not wait until the entry deadline.
- Video instructions on how on-line registration works is provided on the main menu of the "Enter the Meet" page.
- Note that On-Line Registration will be closed on the referenced date listed above. Make sure you're aware of the date and "time" that registration closes. There is no late registration permitted after the deadline.
- Before entering the meet you must add your contact information (i.e., club name or unattached athlete). Once you have done this your club/unattached athlete name will appear in the drop-down list on the lower right side.
- On-line registrations may be entered and listed as unattached athletes or as a team/club roster. Coaches may create their roster once they have listed their team/club contact information and the team/club name appears in the drop-down list. Make sure to click the team/club name in the drop-down list before adding more athletes or entering athletes in events. Roster may include athletes in more than one age division.
- If assistance in creating a team/club roster contact Dave Skelton at [bztclub@bresnan.net](mailto:bztclub@bresnan.net).
- Make sure to understand the age limits for each age division, entry fee, and number of events permitted.
- Elementary division is for 5<sup>th</sup> and 6<sup>th</sup> graders only, Middle School division is for 7<sup>th</sup> and 8<sup>th</sup> graders, and high school is for 9<sup>th</sup> – 12<sup>th</sup> graders.

- All athletes must enter an anticipated time or mark for all events entered for purposes of setting seeding and flights. If unable to determine a time or mark refer to the results posted on our website for the past two years to help you. If no time or mark is provided athlete will be randomly seeded regardless of ability.
- It is recommended that you bring a copy of acknowledgement of your meet entry and a copy of any fee payment receipts with you when you come to the meet.
- Changes may be made to an athlete's entry up until the entry fees are paid. Once the entry fee is paid the athlete's entry is locked and cannot be changed.