



On Line Registration Instructions

2020 Alberta Winter Games City of Airdrie

How to complete the Registration Process

1. Go to the Alberta Winter Games web page: www.albertawintergames.ca
2. Click on “**Sport Information**” to access registration for an **ATHLETE, COACH, OR MANAGER/CHAPERONE**
3. The page like below will generate. Note: This area contains links to access Participant Registration, Technical Officials Registration, the Administration Login and technical package for each sport in the Games

Countdown to the Games: 133 DAYS, 10 HOURS, 17 MINS

To register as a Games participant (athlete, coach, manager/chaperone) click on “Register Here” below your sport icon

SPORT INFORMATION

- ALPINE SKIING: Sport Website, Register Here
- ARCHERY: Sport Website, Technical Package, Register Here
- ARTISTIC GYMNASTICS: Sport Website, Technical Package, Register Here
- ARTISTIC SWIMMING: Sport Website, Technical Package, Register Here

TECHNICAL OFFICIALS REGISTRATION: Register as a technical official for the Alberta Winter Games in Grande Prairie July 2018

ADMINISTRATION LOGIN: If you are an administrator, click here to log in to the registration system.

Click on “Register Here” below the icon of their Sport.

A personal information page will generate. Participants must fill in all fields on the on-line form – completed Waiver of Liability & Release Form upload, sport-specific, personal, and health/medical information

PARTICIPANT (ATHLETES, COACHES, & MANAGERS/CHAPERONES) REGISTRATION

- All **PARTICIPANTS** must **download/print, properly sign, and upload an Alberta Games - Waiver of Liability & Release Form** as part of the registration process in the Alberta Games (accessible when you register, or available at www.albertawintergames.ca under “Forms/Resources”).
- Alberta Games athletes are under 18 years of age, therefore a parent/legal guardian must also sign the Alberta Games – Waiver of Liability & Release Form for each athlete.
- Fill in all fields on the on-line form; fields indicated in **Red** are mandatory (**Note: a VALID E-MAIL ADDRESS IS REQUIRED and families with more than one Zone team member participating in Games should use separate e-mail addresses**)
- Once you’ve selected your sport, use the drop-down box to select age category & events. In some sports, more than one event per participant can be selected.
- Head coaches – ADD your NCCP# to the registration in order to complete registration.

Bus transportation to/from the Games has been selected for all participants (Athletes, Coaches, and Managers/Chaperones). Should you NOT require transportation to/from the Games, or you live within 100kms of Airdrie, please deselect the bus transportation option.

- Once all required information is entered, click ‘**Submit**’ to register. A confirmation page will appear with all information that has been entered. If changes need to be made, it will be shown on the registration page. If the information is correct click “Submit” for the final submission.

TECHNICAL OFFICIALS REGISTRATION

4. Click on “**Technical Official Registration**” box on the **Sport Information** page to register as a **Technical Official**