

Registration Instructions

BEFORE YOU BEGIN:

The Team Registration process for Reading Olympics requires you, as the Building Coordinator, to provide the following information:

- Estimated number of teams
- Team Name(s)
- Student Names
- Moderator/Scorekeeper Name
- Team Chaperone Name

STEP ONE: ESTIMATE NUMBER OF TEAMS

CLICK [Estimate/Edit Teams](#) and enter the number of teams you estimate will participate from your building. If you are a K-12 school, complete an estimate for each team level. When finished, CLICK [Create Teams Per Estimate](#) and you will receive a confirmation email.

This step must be completed by midnight December 12, 2016 in order to participate in this event.

STEP TWO: EDIT TEAM INFO

CLICK [Edit Team Info](#) to add /modify Team Name, Student Names, Moderator/Scorekeeper and Team Chaperone. You can return any time to modify this information. Any additions or changes will be automatically saved.

Note: Each team is required to provide one person to serve as either a moderator or scorekeeper. You will be asked to provide information about any previous experience for this person.

STEP THREE: COMPLETE REGISTRATION

Once you have all the information entered for each team, CLICK [Complete Registration](#). Please note, there is a \$30 fee per team to participate.

You will receive an invoice by email which will include payment instructions.

This step must be finalized by March 15, 2017.

The moderator/scorekeeper will need to attend an online training on April 5, 2017 at 3:30pm.

Payments must be received by April 15, 2017.

Ready?

Click on "Estimate/Edit Teams" below to begin your registration. If you have any questions, please contact readingolympics@cciu.org or contact Patti Gaydos (484-237-5364).