

**Senior NYO Games
Online Registration Instructions
NYO Games Alaska**

Dear Coaches,

Thank you for your commitment to the NYO Games Alaska and for preparing your team for the Anchorage Tryouts. To simplify the registration process, we've eliminated the need for account creation or login. Follow the instructions below to ensure your team's successful registration.

Step 1: Prepare Team Roster:

Prepare your team's roster in the provided Excel format. Include each athlete's name, age, and the events they are participating in.

Step 2: Access the Online Registration Form

- Click on or copy and paste the following link into your browser to access the Team Registration form directly: <https://citci.jotform.com/240827499580873>.

Step 3: Submitting Team Details and Payment

- **Fill Out Team Information:** Once you've accessed the form:
 - Enter the required details about your team (team name should reflect the name of the school, tribe, or organization organizer).
 - Enter coach(es) contact information.
- **Completing Team Payment:**
 - Choose Your Payment Method:
 - **Preferred Online Payment:** For convenience, you can complete the registration fee payment online. After entering your team details, select the online payment option and follow the prompts.
 - **In-Person Payment:** If you prefer to pay in person, please select the in-person payment option on the form. You can make your payment at registration, during Anchorage Tryouts.
 - Note, to bypass the online payment enter "onsite" coupon code.

Bypass Code

Enter Coupon Code	Apply
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- Enter the number of athletes you are registering.
- **Upload Team Roster:** Upload the completed Excel file directly through the online form.

If you have any questions or require further clarification, please do not hesitate to contact - Adele Villa, NYO Coordinator at avilla@citci.org or 281-961-4928.

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Upload Team Roster



Browse Files
Drag and drop files here

Please ensure that all registered athletes are listed on the roster.

Step 4: Distributing and Completing Participation Forms

- **Forward Forms to Parents**

Please email the link for the participation forms to the parents or guardians of your athletes, stressing the importance of completing these promptly to secure their child's eligibility for the tryouts.

Participation Form Link: <https://citci.jotform.com/240827230582858>.

Step 5: Final Step: Confirmation and Follow-Up

- After completing these steps, wait for confirmation from the NYO Games Alaska staff regarding the registration of your coaches and athletes.
- Follow up if necessary to ensure all details are correct and any issues are resolved promptly.

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