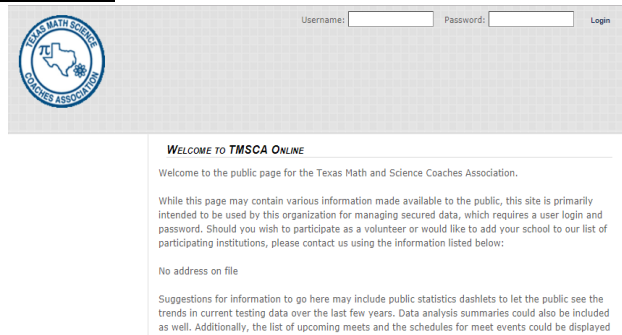


Using the TMSCA Registration Website

www.tmsca.org/Application

You will need your **USERNAME** and **PASSWORD** information contained on your current TMSCA Membership card. This card was emailed to you along with your confirmation invoice when your TMSCA membership renewal was processed. The information on the membership card was taken from your membership application. The name of the Primary Contact on your membership application was used to set your **USERNAME** and **PASSWORD**.

EXAMPLE



Username: Password:

WELCOME TO TMSCA ONLINE

Welcome to the public page for the Texas Math and Science Coaches Association.

While this page may contain various information made available to the public, this site is primarily intended to be used by this organization for managing secured data, which requires a user login and password. Should you wish to participate as a volunteer or would like to add your school to our list of participating institutions, please contact us using the information listed below:

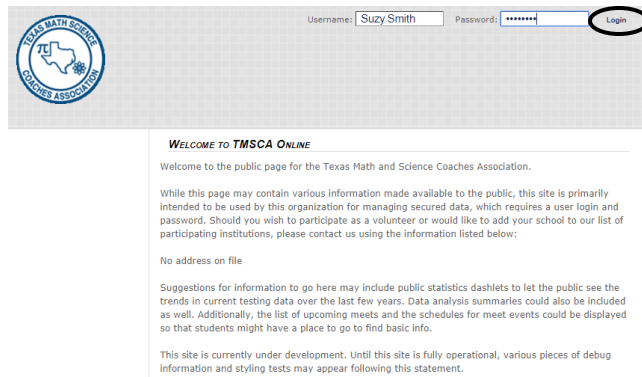
No address on file

Suggestions for information to go here may include public statistics dashlets to let the public see the trends in current testing data over the last few years. Data analysis summaries could also be included as well. Additionally, the list of upcoming meets and the schedules for meet events could be displayed

Go to the TMSCA registration website:

www.tmsca.org/Application.

OR use **REGISTRATION LINK** on TMSCA website: www.tmsca.org under the **TMSCA MEETS** tab.



Username: Password:

WELCOME TO TMSCA ONLINE

Welcome to the public page for the Texas Math and Science Coaches Association.

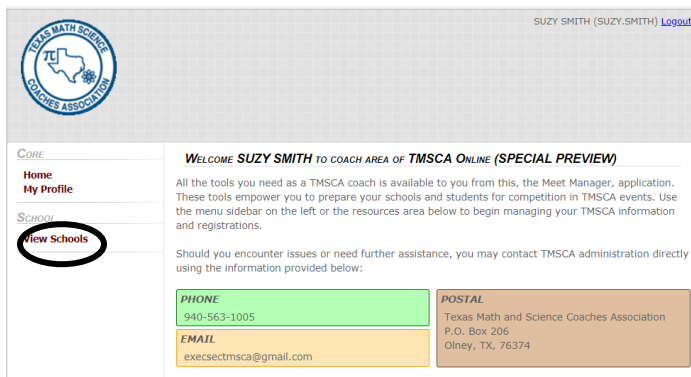
While this page may contain various information made available to the public, this site is primarily intended to be used by this organization for managing secured data, which requires a user login and password. Should you wish to participate as a volunteer or would like to add your school to our list of participating institutions, please contact us using the information listed below:

No address on file

Suggestions for information to go here may include public statistics dashlets to let the public see the trends in current testing data over the last few years. Data analysis summaries could also be included as well. Additionally, the list of upcoming meets and the schedules for meet events could be displayed so that students might have a place to go to find basic info.

This site is currently under development. Until this site is fully operational, various pieces of debug information and styling tests may appear following this statement.

Enter your **USERNAME** and **PASSWORD** from your Membership Card. Click **Login**



SUZY SMITH (SUZY.SMITH) [Logout](#)

WELCOME SUZY SMITH TO COACH AREA OF TMSCA ONLINE (SPECIAL PREVIEW)

All the tools you need as a TMSCA coach is available to you from this, the Meet Manager, application. These tools empower you to prepare your schools and students for competition in TMSCA events. Use the menu sidebar on the left or the resources area below to begin managing your TMSCA information and registrations.

Should you encounter issues or need further assistance, you may contact TMSCA administration directly using the information provided below:

PHONE 940-563-1005	POSTAL Texas Math and Science Coaches Association P.O. Box 206 Olney, TX, 76374
EMAIL execsectmsca@gmail.com	

CORE

- Home
- My Profile

SCHOOL

- View Schools**

In the left column, click on **View Schools**, then use the scroll bar on the right side to scroll down to see your school name.

UIL Category IS Minimum Grade IS Maximum Grade IS
 6A ▼ 3 ▼ 12 ▼

By Location

Street Line 1 CONTAINS Street Line 2 CONTAINS
 City CONTAINS State CONTAINS Zip Code CONTAINS

Display Export Print


Totals Summary

Category	Total	6A	5A	4A	3A	2A	1A
All Schools	917	247	307	146	98	55	64
Filtered	917	247	307	146	98	55	64

Tag / Year	Name	ISD	UIL	
9997 / 2016	ANY SCHOOL	ANY ISD	6A	Edit

Click on **Edit**.

SUZY SMITH (SUZY.SMITH) [Logout](#)



CORE

[Home](#)
[My Profile](#)

SCHOOL

[View Schools](#)

EDIT SCHOOL ANY SCHOOL

[Basic Info](#) [Students](#) [Registrations](#) [View School List](#)

BASIC INFORMATION FOR THE SCHOOL

Descriptor


ID 624
 Tag * 9997
 Name * ANY SCHOOL
 ISD * ANY ISD

Membership

Membership Year * 2017

You will be on the **Basic Info** page for your school. There are three tabs in the menu bar below your school name:
Basic Info, Students, Registrations.

SUZY SMITH (SUZY.SMITH) [Logout](#)



CORE

[Home](#)
[My Profile](#)

SCHOOL

[View Schools](#)

EDIT SCHOOL ANY SCHOOL

[Basic Info](#) [Students](#) [Registrations](#) [View School List](#)

BASIC INFORMATION FOR THE SCHOOL

Descriptor


ID 624
 Tag * 9997
 Name * ANY SCHOOL
 ISD * ANY ISD

Membership

Membership Year * 2017

Before registering for a meet you must enter your students into your school's account. Click on **Students**.

SUZY SMITH (SUZY.SMITH) [Logout](#)



CORE

[Home](#)
[My Profile](#)

SCHOOL

[View Schools](#)

EDIT SCHOOL ANY SCHOOL

[Basic Info](#) [Students](#) [Registrations](#) [View School List](#)

STUDENTS ENROLLED AT THE SCHOOL

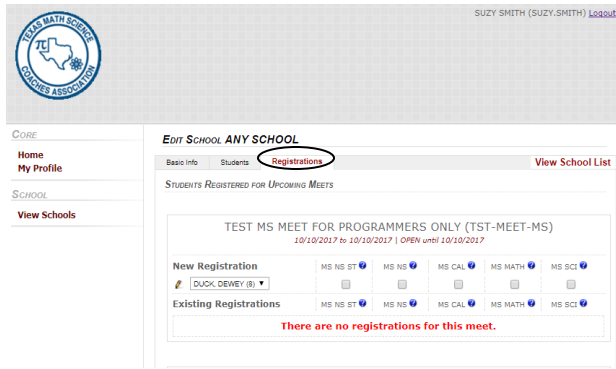
New Students

Grade * Tag * Last * First *
 3 ▼ 999704

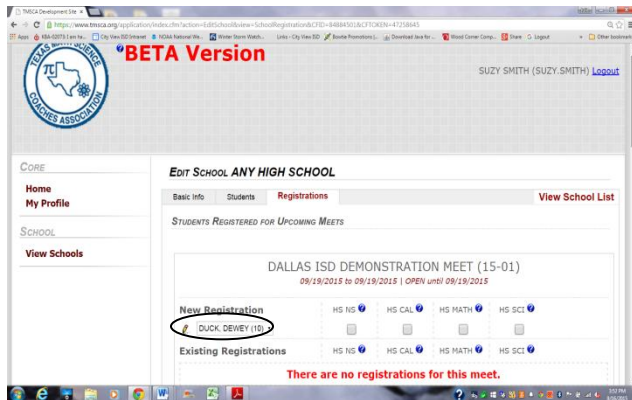
Current Students

Grade *	Tag *	Last *	First *	Delete
3 ▼	999702	DUCK	DEWEY	[X]
4 ▼	999701	DUCK	HUEY	[X]
3 ▼	999703	DUCK	LOUIE	[X]

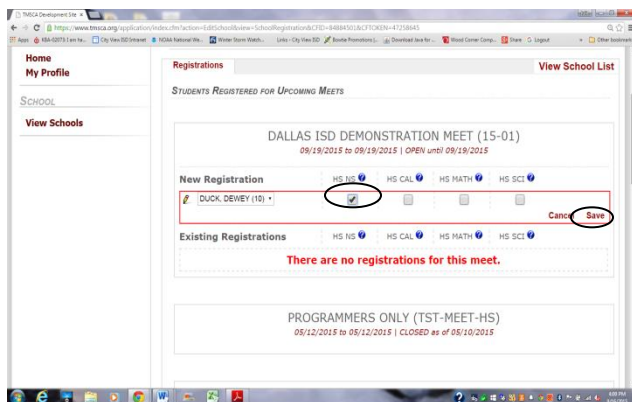
You will see two data entry areas: **New Student** and **Current Students**. To enter a **New Student**, choose **Grade** from the pull down menu, type in **Last** name and **First** name. Then choose **Save**. Student will then appear under **Current Students** list. Students who were registered from the previous year will still be listed under **Current Students**. You need only update their **Grade** and then click **Save**. Students who have graduated or left your program for any reason may be deleted by checking their box in the **Delete** column. A red warning box will appear, but it requires no action. Just click **Save** to delete student from your list



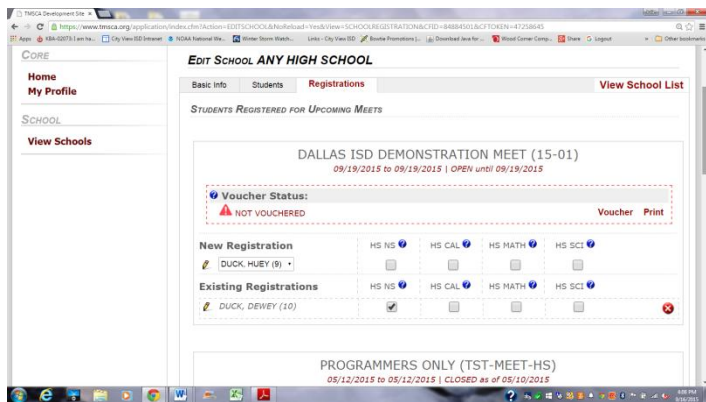
To register students in a meet, choose the **Registrations** tab and click. A list of TMSCA meets available for your school /grade level will appear.



Active meets will appear with two data entry fields: **New Registrations** and **Existing Registrations**. More than one meet may appear. Please make sure you choose the appropriate meet.
Your students will appear in a pull down menu under each eligible meet.



Choose the student name and then click in the appropriate boxes for each contest entered. Then click **Save**.



Student will then be moved to the **Existing Registrations** list. You may edit Existing Registrations at any time by just unclicking the contest box to remove a student from a contest or click on the red **"X"** to delete a student from this meet. Remember to **Save** after making changes to any student, if asked to do so.

Invoice Status:
NOT INVOICED Invoice Print

New Registration MS NS MS CAL MS MATH MS SCI

There are no students available for registration.

Existing Registrations MS NS MS CAL MS MATH MS SCI

DUCK, HUEY (6)

When all students are entered in the meet, click on **Invoice**.

(Top half of invoice)

Sponsor Name	Proctor Tests
SUZY SMITH	<input checked="" type="radio"/> Yes <input type="radio"/> No
Cell: <input type="text"/> Email: <input type="text"/>	
SUZY SMITH	<input type="radio"/> Yes <input checked="" type="radio"/> No
Cell: <input type="text"/> Email: <input type="text"/>	
SUZY SMITH	<input type="radio"/> Yes <input checked="" type="radio"/> No
Cell: <input type="text"/> Email: <input type="text"/>	
SUZY SMITH	<input type="radio"/> Yes <input checked="" type="radio"/> No
Cell: <input type="text"/> Email: <input type="text"/>	

*** Schools bringing 6 or more students MUST provide at least one proctor.**

Your invoice will appear. You have to check the **Proctor Tests "YES"** box for ALL MEETS, even though on-line and invitational meets do not require proctoring. **You MUST fill in "Cell #" and "Email" cells for ALL MEETS to be able to submit invoice.** Boxes will auto-fill with primary contact name. **For State Meets**, schools with 6 or more students must proctor at least one event and fields may be edited with alternate names. **ALL 3 fields must be complete for acceptance.**

(Bottom half of invoice)

Total Number of Entries: 1 X \$7 = \$7
 Total Number of BBQ Meals: 0 X \$7.5 = \$0
 Total Number of Veggie Meals: 0 X \$7.5 = \$0
 Administrative Fees: 1 X \$30 = \$30
 Total Number of Late Entries: 0 X \$14 = \$0
TOTAL DUE TO TMSCA: \$37.00

Payment: Check# PO# Payment at Registration Yes No

Total number of students you are bringing to the meet: 1

By digitally signing and submitting this registration form:

- I agree to abide by all the rules governing the TMSCA meet.
- I certify that each student competing is academically eligible to compete under UIL/TMSCA rules and regulations
- I agree that once the award ceremony has started, all results are final, and
- I agree all entry fees become payable upon acceptance of entry, whether you attend or do not attend.

Clicking the save button serves as your consent and digital signature.

SUBMITTED By: SMITH, SUZY Date: 09/16/2015 04:16 PM
 LAST EDITED By: SMITH, SUZY Date: 09/16/2015 04:20 PM

You must enter information into either the **PO#** field or the **Check#** field OR choose **Payment at Registration (Yes/No)** for your entry to be complete. If this information is not available at the time of registration, you may simply enter "Pending" in either field in order to complete meet entry. Click **Save** on the bottom left of the invoice.

EDIT SCHOOL ANY HIGH SCHOOL

Basic info Students Registrations View School List

STUDENTS REGISTERED FOR UPCOMING MEETS

DALLAS ISD DEMONSTRATION MEET (15-01)
 09/19/2015 to 09/19/2015 | OPEN until 09/19/2015

Voucher Status:
 SUBMITTED, AWAITING ACCEPTANCE Voucher Print

New Registration HS NS HS CAL HS MATH HS SCI
 DUCK, HUEY (9)

Existing Registrations HS NS HS CAL HS MATH HS SCI
 DUCK, DEWEY (10)

After clicking on **Save**, you will be returned to the registration page. Click **on Print** to print your invoice to submit to your business office for billing purposes.

See Special Notes for Meal Options.

SPECIAL NOTES

When entering the **state meets and certain invitational meets**, you will have option to purchase meals for your students (BBQ or Vegetarian – State OR Invitational Meals). You should enter the number of each type of meal on your invoice before completing your entry using **Save** and printing your invoice.

The screenshot shows a web browser window displaying the TMSCA registration form. The browser's address bar shows the URL: <https://www.tmsca.org/application/index.cfm?action=EditSchoolVoucher&view=SchoolRegistration&CFID=84902152&CFTOKEN=62292181>. The form includes a table for meal selection, a payment section, and a digital signature area.

Total Number of Entries:	1	X	\$ 7	=	\$ 7
Total Number of BBQ Meals:	0	X	\$ 7.5	=	\$ 0
Total Number of Veggie Meals:	0	X	\$ 7.5	=	\$ 0
Administrative Fees:	1	X	\$ 30	=	\$ 30
Total Number of Late Entries:	0	X	\$ 14	=	\$ 0
TOTAL DUE TO TMSCA:					\$ 37.00

Payment: Check# PO# Payment at Registration: Y N

Total number of students you are bringing to the meet: 1

By digitally signing and submitting this registration form:

1. I agree to abide by all the rules governing the TMSCA meet,
2. I certify that each student competing is academically eligible to compete under UIL/TMSCA rules and regulations
3. I agree that once the award ceremony has started, all results are final, and
4. I agree all entry fees become payable upon acceptance of entry, whether you attend or do not attend.

Clicking the save button serves as your consent and digital signature.

SUBMITTED By: SMITH, SUZY Date: 09/16/2015 04:16 PM

LAST EDITED By: SMITH, SUZY Date: 09/16/2015 10:12 PM

Save Cancel

Our registration system is constantly being updated and these changes may affect the wording or appearance of some of the images used in this document. Please check the website regularly for updates to this document.

UPDATED 2/11/19