# **Registering for NGA Gymnastics Meet**

Please read through directions prior to registering for NGA competition.

## **Please Note:**

- Only active members will be permitted to enter an NGA Sanctioned event.
- You must have an account on AllGymnastics.com
- Be sure you have entered your method of payment into your AllGym account
- Only athletes that are eligible for the selected meet will appear. (i.e. if an athlete is Level 4 and the meet only has Level 6, the athlete will not appear)
- Be sure your NGA Club number has been added to your Gym Profile

## Step 1

Sign in or Create an account on AllGYmnastics.com. Be sure you enter you NGA club number.

## Step 2

Add athletes to your AllGym account by selecting Manage Athletes on the left-hand menu. You can manually add or import using a CSV file.

### Step 3

Select the meet you are looking to enter by using the **Browse Meet** feature. In the upper right-hand corner of the Meet Information page, select **Register**.

### Step 4

A. Select your gym from the drop-down menu.

B. Now, select Women's Artistic Gymnastics and you will see the levels appear. Athletes will appear one you select the levels. Choose the Athletes you wish to enter. Be sure to check the appropriate box; All Around or Individual Events.

- C. You can also Register for a Team at this point (if that is enabled by the Meet Host).
- D. Select the Coaches who will be attending the meet. (A coach must be selected to continue).
- E. Hit **Next** at bottom left

### Step 5

Choose your payment method and hit Register

\*If you do not see your Payment Method, you will have to go back and add it to your account. This can be done on your Account screen located in the left-hand menu.