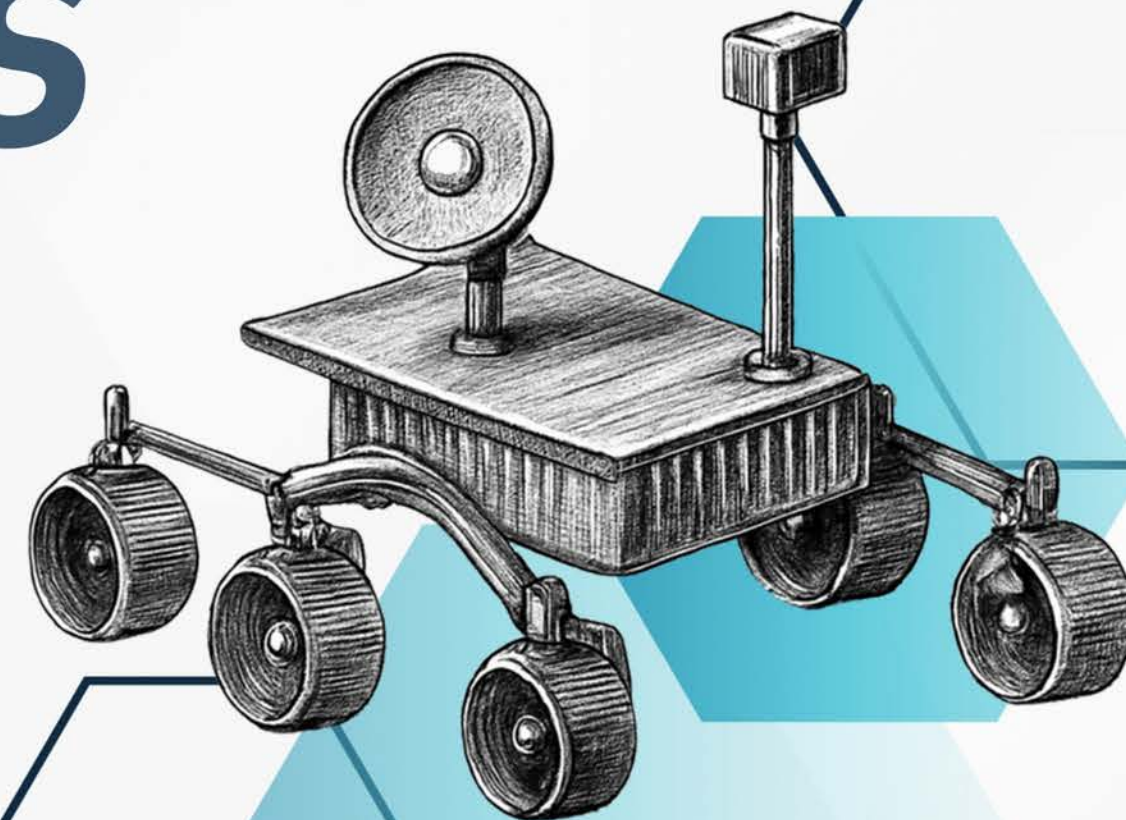
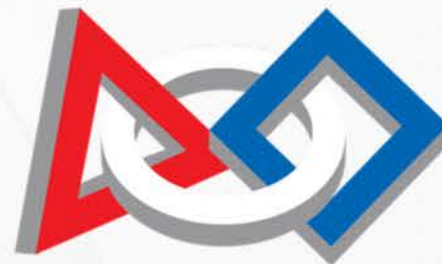


# GETTING STARTED - REGISTERING WITH *FIRST ROBOTICS*

by Team 2992







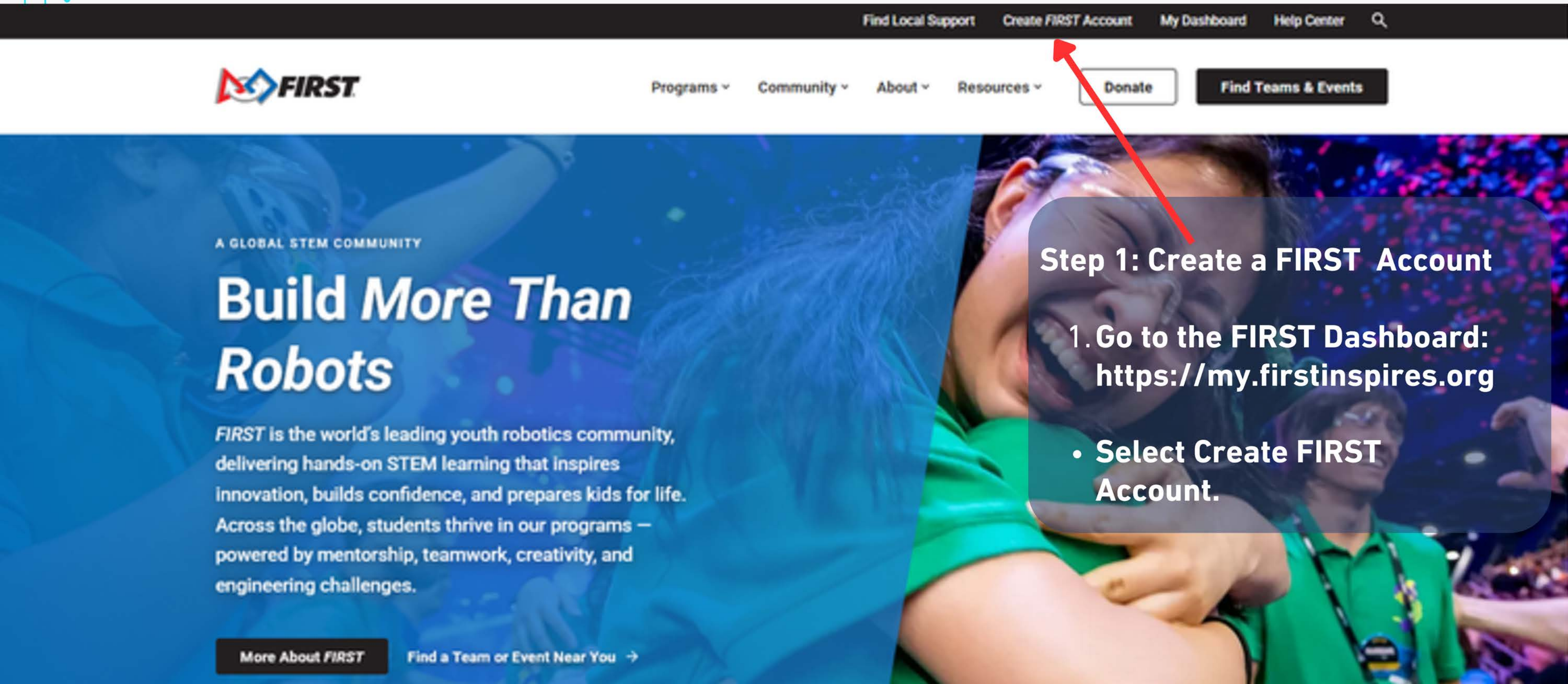
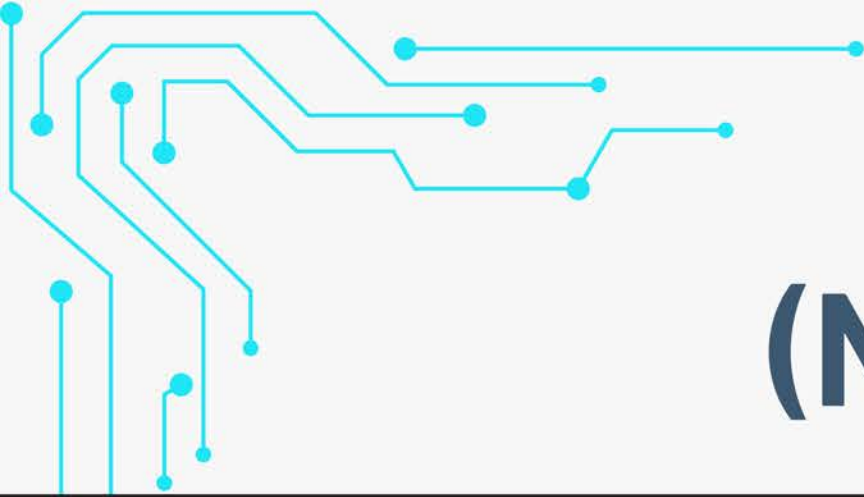
# Registration & Annual Renewal Guide

This guide is for students joining an existing FRC team (not creating a new team). Every student must complete registration each season to participate in FIRST activities, competitions, and events.

<https://www.firstinspires.org/>  
<https://www.firstinspires.org/programs/youth-registration>



# Part 1: First-Time Sign-Up (New to FIRST / New to the Team)



Find Local Support

Create FIRST Account

My Dashboard

Help Center



Programs ▾

Community ▾

About ▾

Resources ▾

Donate

Find Teams & Events

A GLOBAL STEM COMMUNITY

## Build *More Than* Robots

FIRST is the world's leading youth robotics community, delivering hands-on STEM learning that inspires innovation, builds confidence, and prepares kids for life. Across the globe, students thrive in our programs — powered by mentorship, teamwork, creativity, and engineering challenges.

More About FIRST

Find a Team or Event Near You →

### Step 1: Create a FIRST Account

1. Go to the FIRST Dashboard:  
<https://my.firstinspires.org>

- Select Create FIRST Account.



# Register your info



## Register your new *FIRST*® account

Please enter the information below to register a new account!

Creating an account gives you access to the *FIRST* Dashboard, where you can create a new team, accept an invitation to join a team as an administrator or mentor/coach and browse available event volunteer opportunities and roles. If you've already registered your email with *FIRST*, click "Log In" on the upper right of your screen.

Your Email \*

Your First Name \*

Your Last Name \*

Your Date of Birth \*

Country \*

Password \*

Confirm Password \*

- Passwords must be at least 10 characters
- Passwords must have at least one non-alphanumeric character
- Passwords must have at least one number
- Passwords must have at least one lowercase character
- Passwords must have at least one uppercase character

Agreements\* ☐ I have read and agree to the [FIRST Privacy Policy](#)

## Attention Parents

Register yourself on this page for a new *FIRST* account, not your child. Enter your name, email address, and birthdate, not your child's.

You will be able to add your child and apply to a team under the Parent/Guardian - Youth tab on your Dashboard after your account has been created.

## Need Help?

Call: 800-871-8326 or 603-666-3906

Email: [customerservice@firstinspires.org](mailto:customerservice@firstinspires.org)

Hours: Monday - Friday, 8:30 - 5:00 EST/EDT

[View Frequently Asked Questions](#)

Parents should create the account with the parent's info (not the child's), and then add the youth from the parent dashboard



# Login into Dashboard



## Sign in

Sign in to access FIRST Community

Email address associated with FIRST Account

Back

Next

Welcome to the all new *FIRST* Community Single Sign On, powered by Microsoft!

**New User?** [Create an account here.](#)

### Existing User?

If you **last logged in before September 15, 2025**, you'll need to [reset your password](#) to access your account.

All users who have **logged in after September 15, 2025**, may follow the prompts above to sign in.

**Forgot your password?** [Reset your password here.](#)



← nabraham@tulane.edu

## Enter password

Password

Sign in

Welcome to the all new *FIRST* Community Single Sign On, powered by Microsoft!

**New User?** [Create an account here.](#)

### Existing User?

If you **last logged in before September 15, 2025**, you'll need to [reset your password](#) to access your account.

All users who have **logged in after September 15, 2025**, may follow the prompts above to sign in.

**Forgot your password?** [Reset your password here.](#)

Sign into account with your username and password.



# How to add your student



## DASHBOARD

MY TEAMS

PARENT/GUARDIAN - YOUTH

VOLUNTEER REGISTRATION

ADD A YOUTH

GIVE TO *FIRST MISSION*

REGISTERING YOUTH FAQ

Once logged into the Dashboard:

- Parent/guardian goes to the Parent/Guardian – Youth area (wording varies slightly by view).
- Click Add Youth and enter the student's information.



# Adding student profile continued....

YOUTH PROFILE

Youth Profile

School

Consent & Release

Apply To A Team

Youth Member Information

Enter information for the youth participating in the team.

All fields are required

Youth Member's First Name

Youth Member's Last Name

Youth Member's Preferred First Name

Personal Pronouns

This field is OPTIONAL, and may be seen across FIRST's systems, including but not limited to: parent accounts, rosters, and the Volunteer Management System.

Prefer Not To Answer

Address Line 1\*

☐ Use parent/guardian address

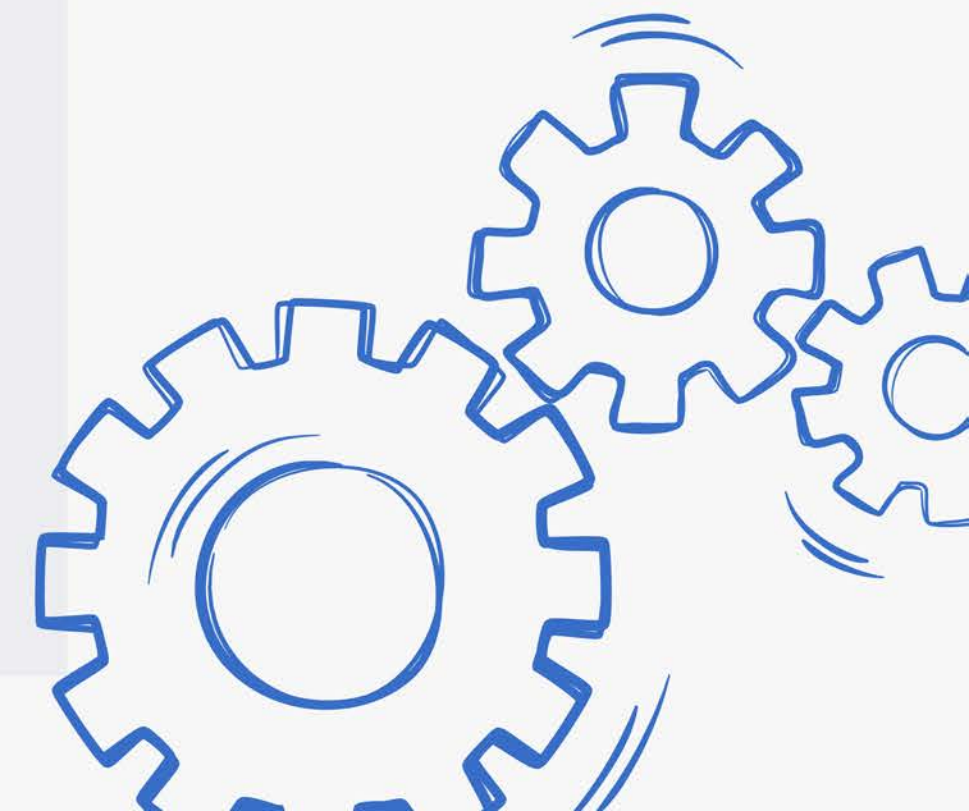
Address Line 2

Country\*

Zip/Postal Code\*

Phone

Add youth  
information



**YOUTH PROFILE**

Youth Profile School Consent & Release

Successfully saved!

**School**

SCHOOL

Please Select

CURRENT GRADE IN SCHOOL (As of September 1<sup>st</sup>)?

Please Select

ELIGIBLE FOR THE SCHOOL FREE OR REDUCED LUNCH PROGRAM?

Please Select

GO BACK NEXT

Add your student's school information

Next complete the consent section

Successfully saved!

Youth Profile School Consent & Release

For Inspiration & Recognition of Science and Technology (*FIRST*)  
CONSENT AND RELEASE AGREEMENT

English ☒ Spanish ☐ French ☐

**FIRST**  
2025-2026 Season

FOR INSPIRATION AND RECOGNITION OF SCIENCE AND TECHNOLOGY ("FIRST®") ("FIRST")  
CONSENT TO PARTICIPATE AND RELEASE AGREEMENT ("AGREEMENT")

As consideration for and as a condition of allowing a person (the "Participant") to participate in a *FIRST* Program (a "Program" or together the "Programs"), the Participant, if a minor, and the legal guardian of a minor Participant, is required to execute this Agreement.

☐ I am at least 18 years old or above the legal age of majority in my jurisdiction and intend to participate in *FIRST* Programs.

OR

☒ I am the parent/guardian of a minor (under 18 years old) and consent for them to participate in *FIRST* Programs.



## YOUTH PROFILE

You have signed consent and release form

If you received an invitation from a lead coach, the program and team number are included in that email.

If you have not received an invitation via email, please contact the team's lead coaches to obtain this information.

Step 1: Please select the program

(Once selected box will highlight program color)

*FIRST® LEGO® League Explore*  
(Suggested ages 6-10; grades 2-4)

*FIRST® LEGO® League Challenge*  
(Suggested ages 9-14; grades 4-8)  
Status : Not Eligible

*FIRST® Tech Challenge*  
(Suggested ages 12-18; grades 7-12)

*FIRST® Robotics Competition*  
(Suggested ages 14-18; grades 9-12)

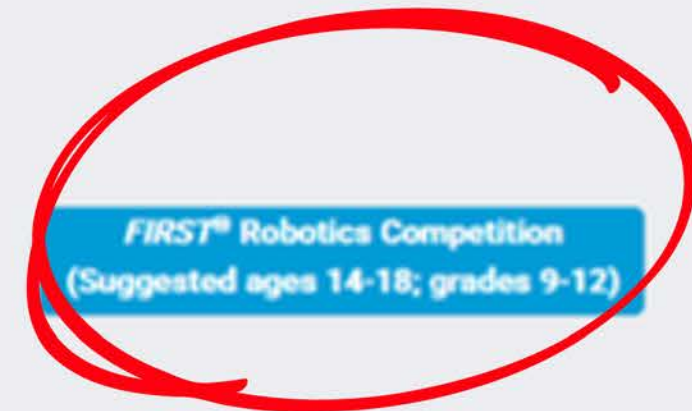
Step 2: Please enter the team number

(Team number can be found in the invitation email)

CANCEL

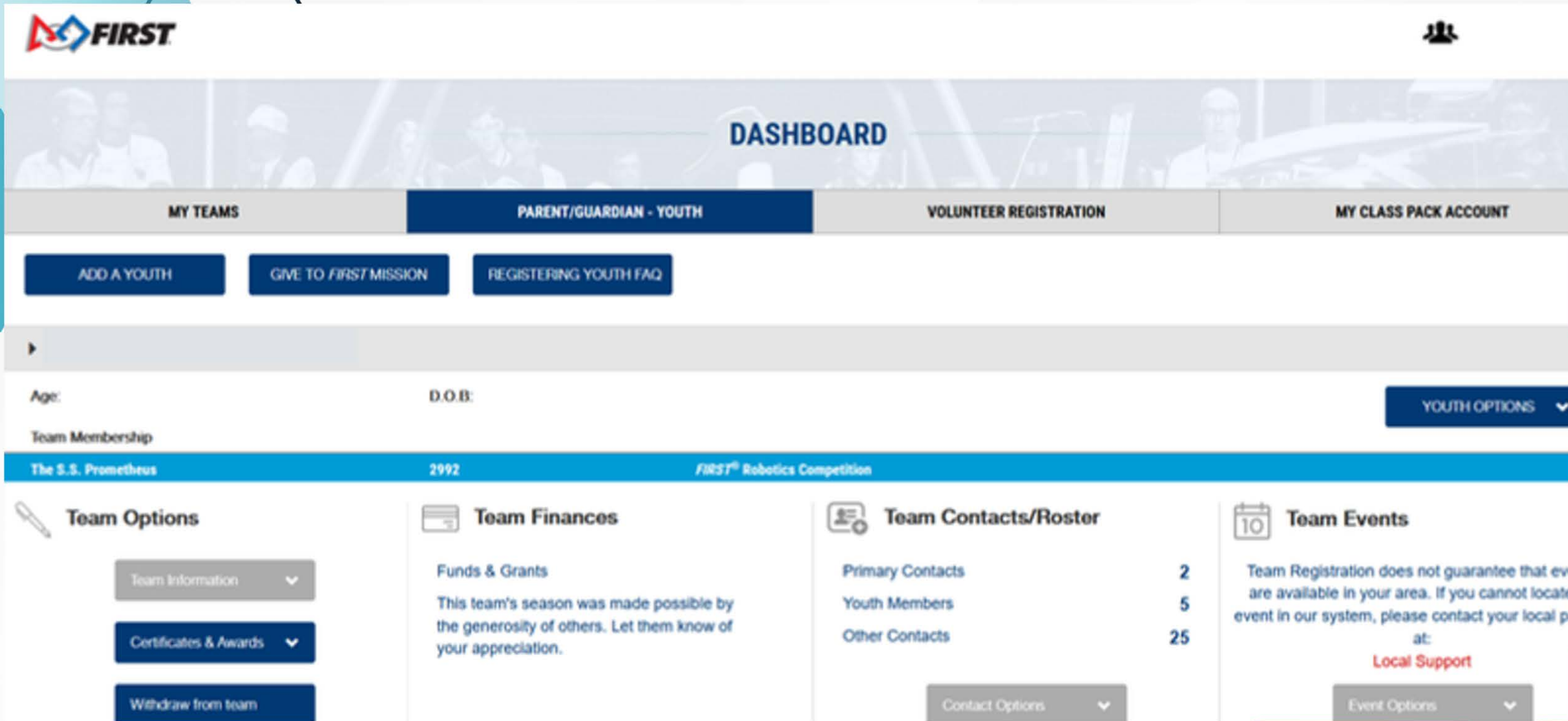
APPLY

Select



Enter your team number here. Once entered the information will populate





The screenshot shows the FIRST Robotics Competition Parent/Guardian Dashboard. At the top left is the FIRST logo, and at the top right is a user icon. The main header is a blue banner with the word "DASHBOARD" in white. Below this is a navigation bar with four tabs: "MY TEAMS", "PARENT/GUARDIAN - YOUTH" (which is highlighted in dark blue), "VOLUNTEER REGISTRATION", and "MY CLASS PACK ACCOUNT". Under the "PARENT/GUARDIAN - YOUTH" tab, there are three buttons: "ADD A YOUTH", "GIVE TO FIRST MISSION", and "REGISTERING YOUTH FAQ". Below these buttons is a form for adding a youth member, with fields for "Age:" and "D.O.B:". To the right of these fields is a "YOUTH OPTIONS" dropdown menu. Below the form is a blue banner with the text "The S.S. Prometheus 2992 FIRST® Robotics Competition". Below this banner are four main sections: "Team Options" (with a pencil icon), "Team Finances" (with a wallet icon), "Team Contacts/Roster" (with a group of people icon), and "Team Events" (with a calendar icon). The "Team Options" section has three buttons: "Team Information" (with a dropdown arrow), "Certificates & Awards" (with a dropdown arrow), and "Withdraw from team". The "Team Finances" section has a heading "Funds & Grants" and a paragraph: "This team's season was made possible by the generosity of others. Let them know of your appreciation." The "Team Contacts/Roster" section has a table with three rows: "Primary Contacts" with a count of 2, "Youth Members" with a count of 5, and "Other Contacts" with a count of 25. Below the table is a "Contact Options" dropdown menu. The "Team Events" section has a paragraph: "Team Registration does not guarantee that events are available in your area. If you cannot locate an event in our system, please contact your local point of contact at: Local Support". Below the paragraph is an "Event Options" dropdown menu.

**FIRST**

**DASHBOARD**

MY TEAMS PARENT/GUARDIAN - YOUTH VOLUNTEER REGISTRATION MY CLASS PACK ACCOUNT

ADD A YOUTH GIVE TO FIRST MISSION REGISTERING YOUTH FAQ

Age: D.O.B: YOUTH OPTIONS

Team Membership

The S.S. Prometheus 2992 FIRST® Robotics Competition

**Team Options**

Team Information Certificates & Awards Withdraw from team

**Team Finances**

Funds & Grants

This team's season was made possible by the generosity of others. Let them know of your appreciation.

**Team Contacts/Roster**

Primary Contacts	2
Youth Members	5
Other Contacts	25

Contact Options

**Team Events**

Team Registration does not guarantee that events are available in your area. If you cannot locate an event in our system, please contact your local point of contact at: Local Support

Event Options

After you complete the registration form, your child's coach will receive an email notifying them of your request to join the team. Once the coach approves the request, the team will appear on your Dashboard.



# Part 2: Annual Membership Renewal

Parent/guardian logs into their existing FIRST account.

Go to the youth's profile.

Re-apply/confirm participation for the new season if prompted.

Complete the new season's required forms (consents reset annually).

Confirm the youth is attached to the correct FRC team for the current season.

### YOUTH PROFILE

[< Back to Dashboard](#)  
Youth Profile  
School  
Acknowledgement Forms  
Volunteer Information  
Volunteer Log Hours  
Apply To Team

You have signed consent and release form

If you received an invitation from a lead coach, the program and team number are included in that email.

If you have not received an invitation via email, please contact the team's lead coaches to obtain this information.

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Status : Not Eligible

FIRST® Tech Challenge  
(Suggested ages 12-18; grades 7-12)

FIRST® Robotics Competition  
(Suggested ages 14-18; grades 9-12)

Step 2: Please enter the team number  
(Team number can be found in the invitation email)

To enter team number, please select program





# THANK YOU

WE HOPE YOU FOUND THIS  
PRESENTATION USEFUL



<https://mandevilleroobotics.org/>



[team2992@mandevilleroobotics.org](mailto:team2992@mandevilleroobotics.org)