

Membership Instruction Page

ALL High School and Jr High Members (New and Returning) please thoroughly read the instructions on this page. Checklist is attached to this form...please print this page along with your High School or Jr High Checklist.

*Renewing Members - Use the "Already a Member" login button when logging in to the NHSRA portal.

- Your National Membership Form and Minor Release Form will be generated on this page. There will be a blue tab generated on top of the page once your renewal has been completed. The tab is where you find your printable form.

*New Members - Use the "Becoming A New Member" login button when logging into the NHSRA portal

- Follow all instructions as you work your way through the site. You will fill out your National Membership Form and Minor Release Form online and then **print these forms to be signed**. There will be a blue tab generated on top of the page once your membership has been created. This is where you can download the forms that need to be printed.

*State to State Transfers - Your transfer will be generated once your membership has been completed. You **do not** need to print this! The NHSRA will electronically send it to the National Directors for approval and upload the completed form into your NHSRA portal for you.

****Everyone** - Upload each form INDIVIDUALLY into the correct category. (In the past, we have fixed this for you but it takes up too much time and then forms accidentally get deleted. If you upload as one document you will be asked to correct this.)

- Please upload your Grade Policy, Eligibility Form, Concussion Acknowledgement Form and Safety Form into the State Documents on the NHSRA portal. (NEW this year, the state secretary combined these forms all into 1 document. It is ok to upload this as one document even though it's multiple pages).
- Home School Documents are loaded into Home School Documents on the NHSRA portal.
- Report cards are loaded into the Grades Documents on the NHSRA portal.
- **MAKE SURE** that all documents have 3 signatures on them! **If they are not completed correctly they will be sent back to you to do again!!!**
- In some cases, a notary will refuse to process the signature of a minor that does not possess a form of legal identification. Should this be the case, the parents should ask the notary to have this notated on the release form. **Regardless**, the minor is still required to sign the release form!

MEMBERS CANNOT COMPETE IN ANY RODEOS UNTIL ALL FORMS ARE COMPLETED AND UPLOADED AND PAYMENTS HAVE BEEN RECEIVED!

HIGH SCHOOL RODEO MEMBERSHIP CHECKLIST

RETURNING MEMBERS:

- ☐ Dues and Fees -
 - ☐ NHSRA/State Dues - you pay this when you create/renew your membership on the NHSRA page
 - ☐ District Dues \$215 - payable to District 2 and mailed to the District 2 Rodeo Secretary: 1803 Southside Blvd S, Melba, ID 83641
(this fee includes: \$200 for trailer raffle at state, THIS IS A REQUIRED STATE SCHOLARSHIP FUNDRAISER you can sale these tickets to get your money back, and \$15 for district dues)
- ☐ Membership Form - found on NHSRA website; print, sign, and uploaded back onto your portal. **This form must be signed by the member and BOTH parents or legal guardian.** If only one parent can sign they must list a reason, example: deceased, sole custody, divorced **AND** full custody. But you must list one of these reasons.
- ☐ Minor's Release - found on NHSRA website; print, notarize, and uploaded back onto your portal. **This form must be signed by the member and BOTH parents or legal guardian in front of a notary public. The notary must state that ALL 3 of you were present on the form.** If only one parent can sign they must list a reason, example: deceased, sole custody, divorced **AND** full custody. You must list one of these reasons.
- ☐ State Paperwork- found on IHSRA site; print, must be signed by contestant and both parents. Upload onto the NHSRA portal. (The state secretary made this one document so there are several pages included in this, it is ok to upload it all together as 1 document).
- ☐ Most Recent Semester Report Card - this **MUST** be stamped and signed by a school official. Upload to the NHSRA portal. (IF you competed at State you do not need to submit your Spring Semester Report Card because you already turned it into the state secretary..)
- ☐ Sponsorship Money \$200 minimum - due by March 1st; Form is located on District 2 website

NEW MEMBERS :

- ☐ All of the above
- ☐ Copy of Birth Certificate - upload to NHSRA portal

****IMPORTANT - All forms MUST be scanned INDIVIDUALLY onto the NHSRA portal. DO NOT group them into one document. ****

JR HIGH RODEO MEMBERSHIP CHECKLIST

RETURNING MEMBERS:

- ☐ Dues and Fees -
 - ☐ NJHSRA Dues - paid when you create/renew your membership through NHSRA
 - ☐ State Dues - paid when you create/renew your membership through NHSRA
- ☐ Membership Form - found on NJHSRA website; print, sign, and uploaded back onto your portal. **This form must be signed by the member and BOTH parents or legal guardian.** If only one parent can sign they must list a reason, example: deceased, sole custody, divorced **AND** full custody.
- ☐ Minor's Release - found on NJHSRA site; print, notarize, and uploaded back onto your portal. **This form must be signed by the member and BOTH parents or legal guardian in front of a notary public. The Notary must state that ALL 3 of you were present on the form.** If only one parent can sign they must list a reason, example: deceased, sole custody, divorced **AND** full custody. In some cases, the notary will not list that a minor without a valid form of I.D. was present at the time of signing. If this is the case, the notary must state this reason on your form. BUT the contestant still needs to sign the form.
- ☐ Grade Policy - found on IJHSRA site; print, must be signed by contestant and both parents. Upload onto the NHSRA portal.
- ☐ Certification of Eligibility - found on IJHSRA site; print, have school official fill out, upload to NHSRA portal.
- ☐ Most Recent Semester Report Card - this **MUST** be stamped and signed by a school official. Upload to NHSRA portal. If you competed at state then you have already turned in this form to the state secretary.
- ☐ Sponsorship Money \$200 minimum - Due by March 1st; form is located on District 2 website

NEW MEMBERS:

- ☐ All of the above
- ☐ Concussion Acknowledgement Form - found on IJHSRA site; print, sign, upload to NHSRA portal
- ☐ Copy of Birth Certificate - upload onto NHSRA portal
- ☐ Safety Videos - found on IJHSRA site

****IMPORTANT - All forms MUST be scanned INDIVIDUALLY onto the NHSRA portal. DO NOT group them into one document. ****