

**2021 DISTRICT VI
CROSS COUNTRY CHAMPIONSHIPS
ENTRY INFORMATION**

Entry Instructions Using MileSplit Online Registration:

1. If you have not created a MileSplit userID, you will need to do so before you can register your team. There is no charge for this userID. Click "Register" in the header of any MileSplit page. If you already have a userID, go to step 2.
2. To register your team roster using the MileSplit system, you must be a team administrator, OR, claim your team as a coach. In order to sign up as team admin, you go to your team page on the MileSplit state site www.milesplit.com, and at bottom of the right margin, you'll see - "Sign up as team admin". OR, at the top right, click "Claim This Team", and then click either Coach or Site Administrator. Once you do that and are approved (usually within the hour) - you will receive a confirmation email and you'll be set to go to the next step.
3. Go to your team page, login, and you will see an "Team Administration" button, click and then click roster on left hand toolbar. Enter or update your roster, adding any new athletes. To move previously entered but graduated athletes to Alumni, simply add their graduation year and hit refresh.
4. Go to the season calendar and click on the green meet registration button of the meet you want to enter. Then follow the instructions for entering your team into the meet, and then adding names to the events.
5. **All entries must be entered online by 11:59pm on October 25, 2021.**