



## **PARTICIPANT REGISTRATION (athlete, coach, manager/chaperone)**

1. Go to the Alberta Summer Games web page: [www.albertasummertimegames.ca](http://www.albertasummertimegames.ca).
2. The menu on the left hand side of the page will have a variety of page links including one for Participant Registration. Click on “**Participant Registration**” to access registration for an **ATHLETE, COACH, OR MANAGER/CHAPERONE**.
3. It will link to a personal information page. Participants must fill in all fields on the on-line form and will be required to upload a completed and signed Informed Consent Form.

## **PARTICIPANT (ATHLETES, COACHES, & MANAGERS/CHAPERONES) REGISTRATION**

- All **PARTICIPANTS** must **download/print, properly sign, and upload an Informed Consent Form** as part of the registration process for Alberta Games (accessible when you register, or available from your sport’s Provincial Sport Coordinator). Digital signatures are not accepted.
    - Alberta Games athletes are under 18 years of age so a parent/legal guardian must sign the Alberta Games – Informed Consent Form
4. Fill in all fields on the on-line form; fields indicated in **Red** are mandatory (**Note: a VALID E-MAIL ADDRESS IS REQUIRED, and families with more than one Zone team member participating in Games should use separate e-mail addresses for each**)
  5. Once you’ve selected your sport, use the drop-down box to select age category & events, as applicable. In some sports, more than one event per participant can be selected.
  6. Head coaches – ADD your NCCP# to the registration to complete registration.
    - All coaches, managers and/or chaperones must have submitted a criminal record check to their Provincial Sport Organization.

***Bus transportation to/from the Games is default selected for all participants (Athletes, Coaches, and Managers/Chaperones). If you DO NOT require transportation to/from the Games, or you live within 100kms of Okotoks/Black Diamond, please deselect the bus transportation option.***

7. Once all required information is entered, click ‘**Submit**’ to register. A confirmation page will appear with all information that has been entered. If changes need to be made, it will be shown on the registration page. If the information is correct click “Submit” for the final submission.

## **TECHNICAL OFFICIAL REGISTRATION**

1. Go to the Alberta Summer Games web page: [www.albertasummertimegames.ca](http://www.albertasummertimegames.ca).
2. Click on “**Participant Registration**” found as a menu item on the left hand side of the page and then click on “**Technical Official Registration**” which will link to a personal information page.
3. Fill in all fields on the on-line form; fields indicated in **Red** are mandatory (**Note: a VALID E-MAIL ADDRESS IS REQUIRED**),
4. If you live outside of the Calgary and area and considered an out-of-town official please complete the accommodation questions and note if you would like to request a specific roommate. (Rooms are shared accommodation.)
5. Once all required information is entered, click ‘**Submit**’ to register. A confirmation page will appear with all information that has been entered. If changes need to be made, it will be shown on the registration page. If the information is correct click “Submit” for the final submission.
6. **Send completed Informed Consent Form to your Provincial Sport Coordinator by June 20, 2023.**