## Parents / Guardians new to *FIRST* and registering their youth for the first time through the *FIRST* Dashboard:

- 1. Visit www.firstinspires.org and click "Register" in the upper-right-hand corner
- 2. Create an account with your name, date of birth, and email address (NOT your youth's information)
- 3. Once you are logged into your account dashboard, click the "Parent/Guardian Youth" tab
- 4. Click the blue "Add a Youth" button
- 5. Enter your youth's profile information and click the blue "Next" button
- 6. Enter your youth's school information and click the blue "Next" button
- 7. Type in your name in the field at bottom of the form
- 8. Click the blue "Accept & Submit" button at the bottom of the Consent and Release Form
- 9. Select the program and enter your youth's team number on the "Apply to Team" page if you do not know your youth's team number, please contact the lead coach/mentors to request this information

For a guided tour, please watch our step-by-step registration walkthrough video using the link below:

https://youtu.be/dfQhf1Ury7A

## Returning Parents / Guardians re-registering their youth through the *FIRST* Dashboard:

- 1. Visit www.firstinspires.org and click "My Dashboard" in the upper-right-hand corner
- 2. Once you are logged into your account dashboard, click the "Parent/Guardian Youth" tab
- 3. Click the "Youth Options" drop-down next to your youth's name and select "Youth's Consent & Release"
- 4. Click anywhere on the "2025 FIRST Consent & Release" title to expand it.
- 5. Type in your name in the field
- 6. Click the blue "Accept & Submit" box
- 7. Click back to Dashboard
- 8. Click the "Youth Options" drop-down next to your youth's name and select "Apply to a Team"
- 9. Select the program and manually type in the team number.
- 10. Click "Apply"

For a guided tour, please watch our step-by-step registration walkthrough video using the link below:

https://youtu.be/nKYXBL6\_1jl