## COMPLETING A MATHCOUNTS REGISTRATION

To register for either or both MATHCOUNTS programs, go to www.mathcounts.org/registration

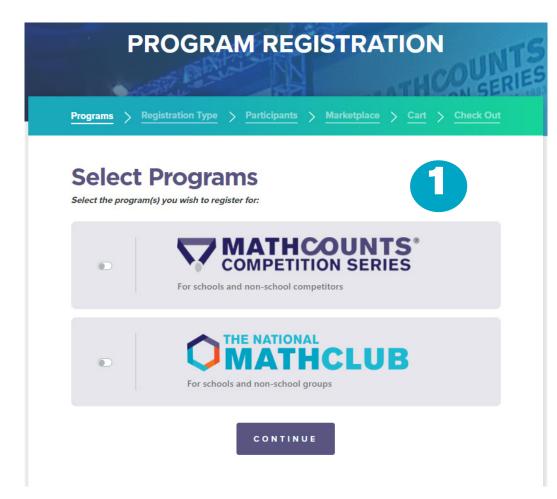
	PROG	RAM REGISTRATION
0	Welcome! Register now for either or both programs.	Already have an account? Sign In
	MATHCOUNTS' COMPETITION SERIES	PASSWORD Forgot Password?
3	\$40 per competitor (\$560 max) for schools Early Bird discounted rate through Nov. 1, 2024 Non-school competitor (NSC) registration opens Nov. 6, 2024	I'm not a robot    I'm not a robot   I'm not a r
nks for your react in PHCOUNTS!	Free (yes, seriously!) Open to schools and non-school groups	Create Account
**		EMAIL
		CONFIRM EMAIL  Please re-type your email address to confirm it is accurate
		USERNAME
		PASSWORD
		Password strength:
		CONFIRM PASSWORD
		Passwords match:  Provide a password for the new account in both fields.
		I'm not a robot
		MINISTONA Ministratura
		This question is for testing whether or not you are a human visitor and to prevent automated spam submissions.  GET STARTED

(1) Online registration is the fastest way to register for both MATHCOUNTS programs.

For Competition Series schools, you can pay with check, PO or credit card when registering online.

Don't know your payment method yet? It's okay! You can still register now. During checkout, just select Pay by PO and enter TBD in the PO number field.

- (2) Sign in to your MATHCOUNTS account to register. If you're new to MATHCOUNTS or have not participated in a few years, you'll need to create an account before you can begin.
- (3) Registration for nonschool competitors (NSCs) will open November 5, 2025. To sign up for NSC registration updates, navigate to "Non - School Competitor (NSC) registration opens Nov 5, 2025."



(1) Select the program(s) you would like to register for.

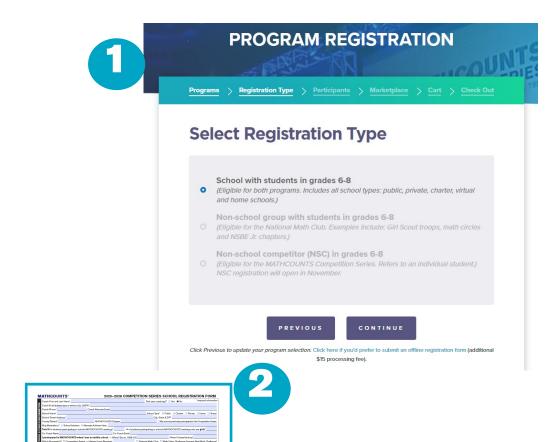
If you are registering a non-school group (ex. a learning center), then you will not be able to select the MATHCOUNTS Competition Series.

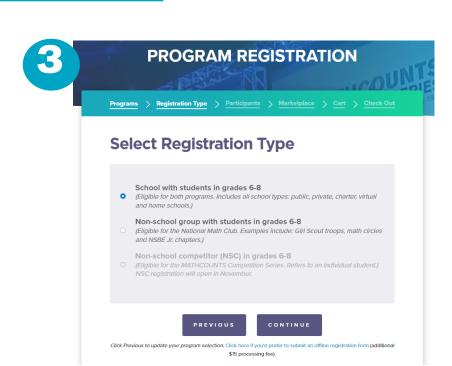
- (2) If you select the Competition Series, you will be required to confirm that you are registering a US school. Tutoring or enrichment centers are ineligible for the Competition Series.
- (3) If you select the National Math Club, you will be required to confirm that you have a minimum of 4 students in grades 6-8.

## **CONFIRMATIONS:**









(1) Select registration type: If you are registering for both the Competition series and the National Math Club, you must select School or Nonschool competitor (NSC registration will open in November). Our programs are open to all US students in grades 6-8!

Home and virtual schools should register as schools.

(2) Please note there is a \$15 processing fee for offline registration forms. If you would prefer to submit the offline form, you can download it here and email it to reg@mathcounts.org for processing.

(3) If you are *just* registering for the National Math Club, select registration type: School or Nonschool Group.

Examples of non-school groups: Boys & Girls Club chapters, Girl Scout troops and math circles.

# **Register Your School**

SCHOOL ZIP CODE



Please attempt to locate your school in our database. You can search by ZIP code (or a partial ZIP code if you're unsure of the full ZIP code). If no match is found, you will have the option to add a new school by scrolling to the end of the School Name drop-down list.

Overseas schools are eligible only if they are affiliated with US Department of Defense (DD) or US State Department (SS). If your school has an APO/FPO ZIP code, you should try typing that into the School ZIP Code search below. If you are unable to locate the school, please contact info@mathcounts.org for assistance.

SCHOOL NAME

SCHOOL NAME*				
SCHOOL STREET ADDRESS 1*		SCHOOL STRE	ET ADDRESS 2	
SCHOOL CITY*	STATE*	[V]	SCHOOL ZIP CODE*	
	US Dept. of Defense = I	DD; US State Dept. = SS		
DO 40% OR MORE OF THE		IS SCHOOL QUALII		ED
DO 40% OR MORE OF THE	STUDENTS AT TH	IS SCHOOL QUALII	FY FOR FREE OR REDUC	ED
DO 40% OR MORE OF THE LUNCH OR DOES THIS SCH	STUDENTS AT TH OOL RECEIVE SC	IS SCHOOL QUALII	FY FOR FREE OR REDUC	ED
DO 40% OR MORE OF THE LUNCH OR DOES THIS SCH	STUDENTS AT THE COOL RECEIVE SC	IS SCHOOL QUALII HOOL-WIDE TITLE	FY FOR FREE OR REDUC I FUNDING?	\
DO 40% OR MORE OF THE LUNCH OR DOES THIS SCH	STUDENTS AT THIOOL RECEIVE SC	IS SCHOOL QUALII HOOL-WIDE TITLE	FY FOR FREE OR REDUC I FUNDING?	\
DO 40% OR MORE OF THE LUNCH OR DOES THIS SCH	STUDENTS AT THIOOL RECEIVE SCIATHCOUNTS?*  EL AT SCHOOL*  nool. A K-6 or 4-6 school v	IS SCHOOL QUALII HOOL-WIDE TITLE would select Grade 6. A.K8	FY FOR FREE OR REDUC I FUNDING?	oct Grade 8



IMPORTANT! Because many international schools do not have a ZIP or postal code that is formatted like US ZIP codes, you may have trouble finding your school if it is an overseas State Dept. (SS) school. Please email MATHCOUNTS at info@mathcounts.org for help, so we can send you an offline registration form.

(1) You'll need to search for your school in our database. First, type the ZIP code for your school on the left. Then look in School Name on the right.

If you find your school, select it and the info we have on file will pre-populate below.

If you do *not* find your school, try typing just a partial ZIP code. If your school is still not found, select *Add new school* at the end of the School Name list.

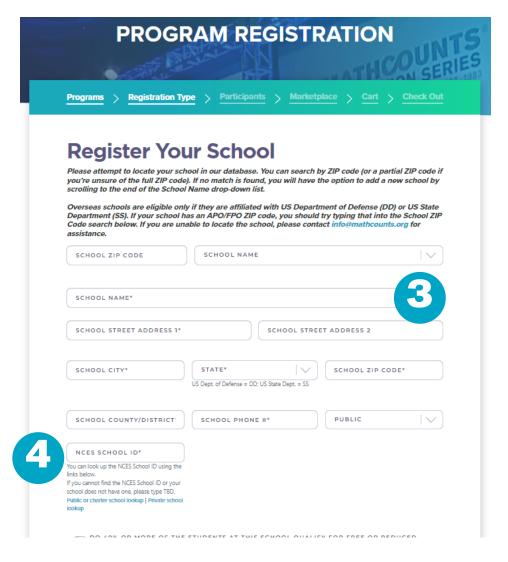
#### **IMPORTANT!**

See callout below about State Dept. schools. SS schools will not be charged the \$15 processing fee.

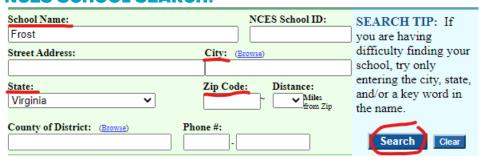
(2) Once you've selected your school, if the school is already registered, it will say "This school has already registered for the Competition Series."

If someone else already registered the school for the Competition Series, you can...

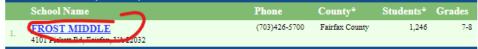
- (a) continue a registration for the National Math Club
- (b) register additional competitors for the school, if its original registration was for fewer than 14 competitors and you've received permission from the head coach or school administration.



#### **NCES SCHOOL SEARCH:**



### **NCES SEARCH RESULTS:**



#### **NCES SCHOOL PROFILE:**

School Name:
FROST MIDDLE

NCES School ID:
510126000479

District Name:
Fairfax Co Pblc Schs
district information

NCES District ID:
5101260

VA-029

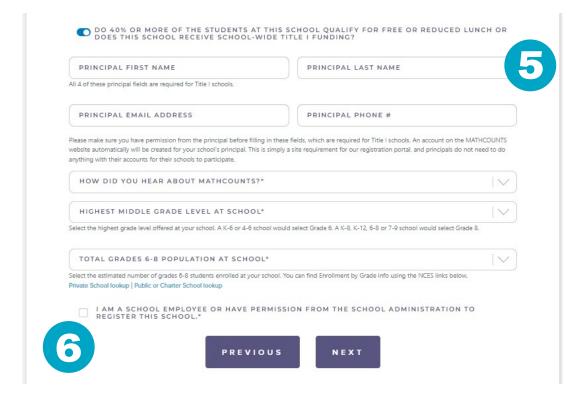
VA-029

- (3) If your school is found in our database, then the info we have on file will pre-populate. You will need to provide some additional info about the school. You also can update any info that is incorrect or outdated.
- (4) For a public, charter or private school, you'll need to look up the NCES School ID. In the field help text, you'll find links to the NCES website where you can look up your school. At left are screenshots of a search we did.

NCES School Search: For most schools, entering just a partial name, state and city or ZIP code will be sufficient. Click the Search button on the right.

NCES Search Results: If you have too many results, you may want to go back to the School Search to filter the results further. Once you find your school, click the hyperlinked name, as shown.

NCES School Profile: Copy the NCES School ID at the top center, as shown. This number is what you should paste into the MATH-COUNTS registration portal. If your school does not have this, put TBD.



#### **NCES SCHOOL PROFILE:**

### School Details (2019-2020 school year)

County: Fairfax County schools in county

Locale: Suburb: Large (21)

Magnet: No

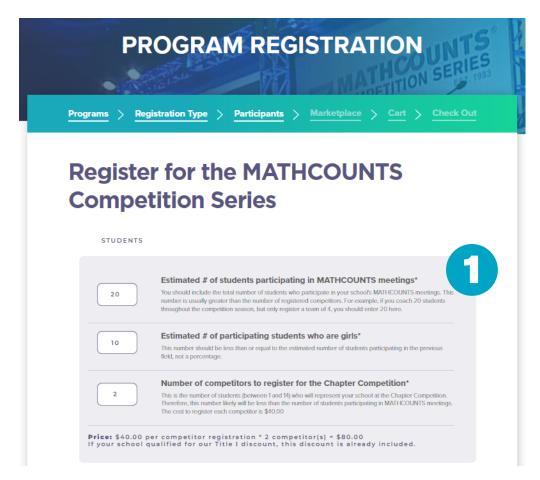
Title I School: No Title I School-Wide Program: † Total Students: 1,246 Classroom Teachers (FTE): 90.24 Student/Teacher Ratio: 13.81 (5) For a public or charter school, you will be asked to indicate if your school receives *School-Wide* Title I funding or is a school where 40% or more of the student population qualifies for free or reduced lunch.

If you indicate your school receives School-Wide Title I funding or has 40% or more of its students on free or reduced lunch, you will be *required* to provide complete principal information because Title I schools receive a 50% discount on program registration. This information is optional for non-Title I schools.

You can use the NCES School Profile from the previous page to determine School-Wide Title I funding. The school shown at left, for example, would *not* select the Title I school toggle in our registration portal, because it is not a Title I school.

We periodically check this information, and may contact your school's principal or district officials to confirm Title I status.

(6) Only school employees or volunteers who have received permission from the school administration may register a school.



I will be the head coach	sistenium anno anno ales en brand annob
I will be the head coach Tam reg	gistering someone else as nead coach
HEAD COACH FIRST NAME*	HEAD COACH LAST NAME*
amanda.naar+1983@gmail.com	HEAD COACH ALT EMAIL
HEAD COACH PHONE #*	IS THE HEAD COACH A MATHCOUNTS ALUMNUS/A?

(1) You will need to provide 3 participation numbers for your school's competition program:

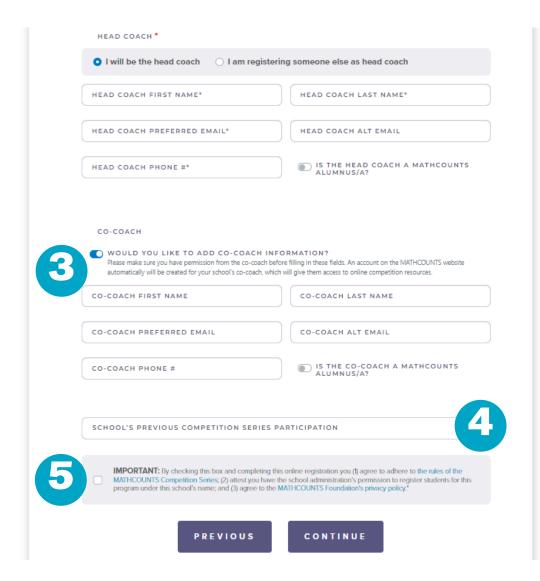
Participating students: typically the largest of the 3 numbers, because it includes all students participating in school team meetings and practices.

Participating girls: must be less than or equal to the previous number. If you work with 20 students, for example, and half are girls, you would type 10 in this field.

Chapter competitors: this is what determines your registration cost, as these are the students who will represent the school at the Chapter Competition. You may register 1-14 (a team of 4 students + 10 more individuals).

(2) Provide Head Coach info here. If you are a bookkeeper or other school official completing this registration and will not be the coach, you should put the *coach's* info—not your own—here.

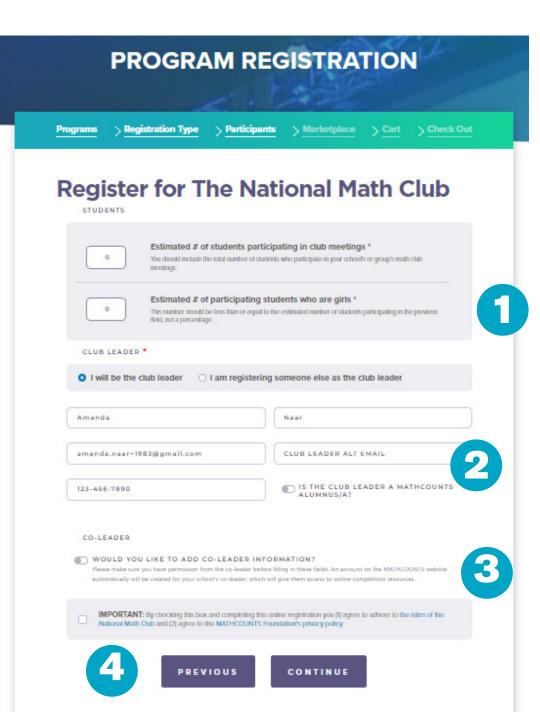
The Head Coach will receive an email with info about accessing the Coach Dashboard and resources.



(3) If applicable, you also may provide Co-Coach info here.

The Co-Coach will receive an email with info about accessing resources, but will not be able to view or update the school's registration information through the Coach Dashboard.

- (4) Describe your school's recent participation in the Competition Series (past two years). If not known, select *Unsure*.
- (5) Before registering, please be sure you agree to the program rules and our privacy policy.



(1) You will need to provide 2 participation numbers for your math club. If you're registering for more than one program, these numbers may or may not be the same for each:

Participating students: typically the larger of the 2 numbers, because it includes all students participating in club meetings.

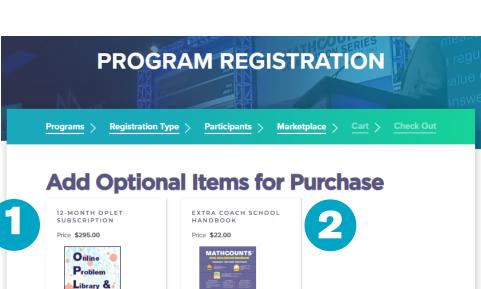
Participating girls: must be less than or equal to the previous number. If you work with 20 students, for example, and half are girls, you would type 10 in this field.

(2) Provide Club Leader info here. If you are a school/group official completing this registration and will not be the club leader, you should put the club leader's info—not your own—here.

The Club Leader will receive an email with info about accessing the Club Leader Dashboard and resources.

Non-school groups will also need to provide group info here.

- (3) If your club will have a Co-Leader, you may enter their info here.
- (4) Before registering, please be sure you agree to the program rules and our privacy policy.





- Library with thousands of problems from 20+
- · Create worksheets, flash cards and Problems of the Day.
- · Click here for more details about OPLET.
- This subscription is nonrefundable.

ADD TO CART

School Handbook, (1 included with competition registration.) To purchase additional

Extra printed copy of the

- copies of the School Handbook for students, click Store on the MATHCOUNTS homepage.
- · This purchase is nonrefundable.

ADD TO CART

Your OPLET subscription will be discounted by \$5 for each competitor you register (up to \$50).

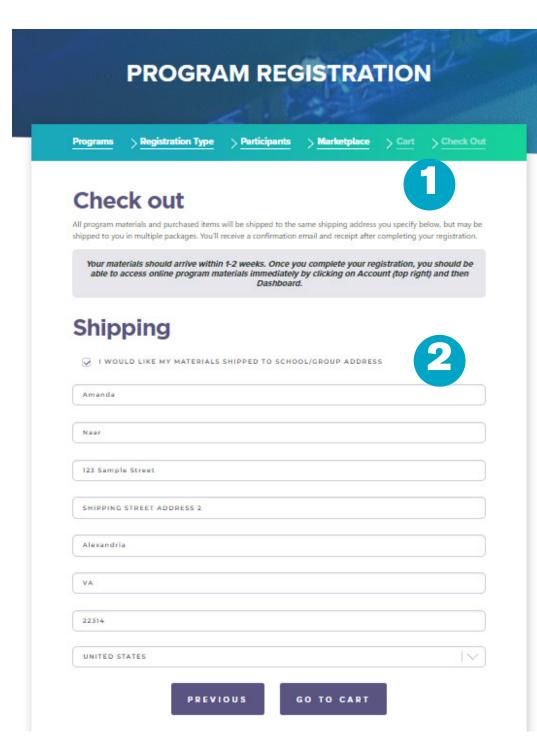
(1) Save some time by adding to your order, rather than purchasing a resource separately. You may add on a 12-month subscription to OPLET, the online math problem database.

Registered Competition Series schools will automatically have the maximum eligible discount on OPLET applied to their orders (\$5 off per competitor, up to a \$50 discount).

(2) Each Competition Series registration comes with 1 printed copy of this year's School Handbook (coaches and co-coaches also receive an electronic copy on their Dashboards).

If you would like to purchase a second copy of the printed School Handbook for your co-coach, you may do so here.

If you would not like to add any optional items for purchase, simply click continue.



#### **CONFIRMATION:**

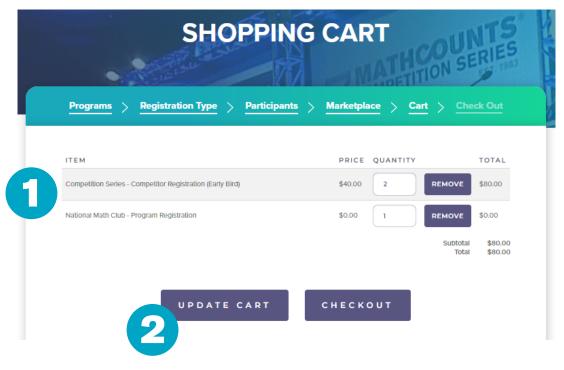


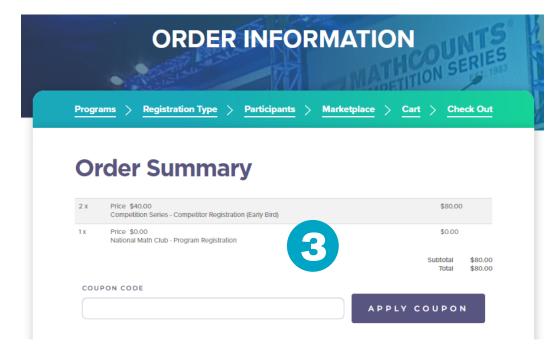
- (1) Note that we will ship all of your materials to a single address. For most registrants, the school address works best.
- (2) The box "I would like my materials shipped to the school/group address" will automatically be checked and the address info will be pre-populated. You can leave this box checked or uncheck it and provide an alternate shipping address.

You also can leave the box checked and change info for shipping, if needed (for example, if the Head Coach's name is listed, but you'd rather list the Club Leader, you can make that change).

Changes made to the Shipping address will not update the school's or group's record in our database, as that is done on previous sections during registration.

(3) You will be required to review your shipping address and confirm it is correct. Please be sure any necessary building, suite or apartment info is included.





(1) Once you're directed to the shopping cart, you'll see a summary of your registration and purchased items.

The National Math Club is an item in your cart, but because it is free, the price is \$0.00.

You can make changes to the number of registered competitors in your cart, and remove products and program registrations.

- (2) If you make any changes in the section above, be sure to click the *Update Cart* button.
- (3) After you click the Checkout button, you'll be taken to a page with an order summary and payment info section.

In the Order Summary, you will be able to apply coupons for discounts on Competition Series registration and/or OPLET, if provided to you by MATHCOUNTS.

## **Payment Information**

CREDIT CARD  PURCHASE ORDER	OR CHECK	4	
ADD NUMBER *	EXPIRATION DATE *		
ADD NUMBER *	EXPIRATION DATE *		
ARD NUMBER		cvc*	
	MM / YY	CVC	
OUNTRY *			
UNITED STATES			\
IRST NAME *			
AST NAME *			
OMPANY			
TREET ADDRESS *			
ITY *			
TATE *			
- SELECT -			\
IP CODE *			
SAVE TO MY ADI			

# **Payment Information**

BILLING CONTACT NAME *			BILLING CONTACT EMAIL *	
	O CHECK	0	PURCHASE ORDER	
PO/CHECK NUMBER *	PAYMENT TY	PE*		
PURCHASE ORDER OR CH	HECK			
O CREDIT CARD				
PAYMENT METHOD				

PAY AND COMPLETE PURCHASE

(4) You can pay by credit card, purchase order (PO) or check (even if you don't have a PO or check number yet!).

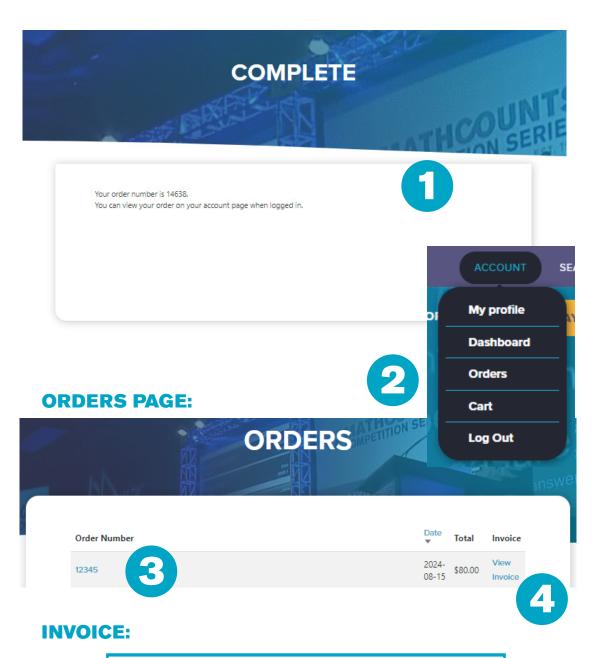
Credit card payments are processed securely through Stripe.
If you are paying with a School or District credit card, you may receive an error message. Please select Pay by PO, enter TBD in the PO number field, then confirm payment. You will be able to pay with your school or district card later.

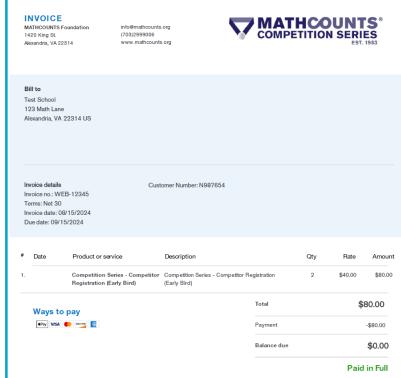
For purchase orders you will need to provide the PO number. If you do not have a PO number yet, you can put TBD in this field. You also will need to provide the name and email for the billing contact. For many schools this is the coach or bookkeeper.

For check payments you can either provide the check number (if you have it) or put TBD if you don't yet. We will also need the name and email for the billing contact.

(5) Once you are certain your registration and order are correct, click Pay and Complete Purchase.

The coach(es) and club leader(s) will receive immediate online access to the Dashboard.





- (1) After submitting your registration, you'll receive an order confirmation, including an order number.
- (2) If you click on Account at the top right menu bar of the MATHCOUNTS site, and then click Orders, you can see a summary of all your orders.

The State column indicates if your registration went through, but is not an indication of payment status. You must view your invoice to see the payment status.

- (3) You can click on the hyperlinked Order number to view your order online. Registrations for free programs may have orders, but no payment will be due. If you place multiple orders, there will be a separate order row for each.
- (4) You can click View Invoice to download a PDF of the invoice for the order, which shows payment status. If you place multiple orders, there will be a separate invoice for each.

Once your invoice has been paid, you will see a "**Paid In Full**" stamp at the bottom.