

# IOWA WRESTLING

## Coaches and Officials

### ASSOCIATION

#### **Re: IWCOA on Line Registration for Coaches and Officials 2018-2019**

Dear Coaches and Officials,

Wyatt Schultz from the Predicament and the IWCOA Officers has been working to streamline registration. This will be our fourth year of having **On-Line** registration and it has been very successful! Registration for 2018- 2019 started on Tuesday night February 13, 2018. Below are a few questions that might help in this registering.

#### **How does On Line registration work for the IWCOA school or officials memberships?**

1. Go to the Predicament web site and look under the drop menu IWCOA.
2. Go to the IWCOA Membership registration. You'll need a credit card to do the On Line Registration. Note that: Authorize.net is our security agent for credit cards and it will not accept American Express.
3. Each coach or officials can be registered through IWCOA Membership registration On Line. You can register all of your coaches, once you start the registration process.
4. The information that will be asked of you in the registration process will be quite similar to the sheets that you would have filled out at prior State wrestling tournament.
5. Follow the prompts because there will be information that you will have to submit. For the Head coach or an Official you'll be asked to submit: Your name, school, address, email address, telephone, etc. For your Assistant Coaches you'll be asked to submit their name and an email address.
6. **One thing that is necessary** for those who are registering. The prompts will be asking for the email addresses of all of your assistant coaches that you are registering. **(Have those emails ready to enter)**
7. Once you've followed the drop downs for registering you'll submit your registrations.
8. **An invoice** will automatically be sent to the contact person's email address that you submitted during your registration. This email could go to you or your business manager
9. If you've registered with your own credit card, you can take the invoice directly to your schools business office for reimbursement.

Sincerely, Yours in Wrestling,

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