Registering a Participating Team Member Over the Age of 18
For a MATE Competition

This tutorial will walk you through the registration process for a student who is over the age of 18 who is participating in a MATE ROV Competition (Regional or International Event). This tutorial assumes that you’ve received a registration invitation from your Team Mentor or Instructor. If you haven’t received this invitation, please contact your team’s mentor and request one.

The first link in your registration invitation is to register for the Active Network. Below the line in that email that reads: “If you haven’t registered yet, you can register and join the team here:” click on the link, you will be taken to the page below where you will be asked provide an email address so Active can either find your account, or start you on your way to creating an account:
If your email address is found, you’ll be asked for your password. If you do NOT have an Active.com account, you will be prompted to create one. The next screen you see will ask you to provide an email address so Active can either find your account, or start you on your way to creating an account.

Once you’re logged in/registered, you’ll be asked to provide some basic biographical information, as well as information about your experience with MATE – your contact details will be imported from the Active.com database.

At the bottom of the page, you’ll be asked to confirm that you are joining a team – make sure that the team name you see is YOUR team (it should be!), then you should read and electronically sign all waivers:

![Team Information and Waivers](image-url)
You will be asked to review your cart and check out. You will not have to pay any fees at this point; it’s just the final submission to Active Network. Review the information and click on the orange “COMPLETE” button:
Once you’ve completed that last little click, you’ll find yourself on the final confirmation page. Once you see it, you should be good to go!