# Mobile Device Instructions

**Helpful Tip:** If your drop-down menus will not open, try turning your device horizontally (sideways) to the landscape orientation view.

## Parents / Guardians*

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

1. Visit [www.firstinspires.org](http://www.firstinspires.org) and click the three lines in the top-right corner
2. Select “Register” from the drop-down menu
3. Create an account with your name, DOB, and email address (NOT your youth’s information)
4. Once your account is created and activated, click the three lines in the top-right corner
5. Select “Log in” from the drop-down menu
6. Once you are logged into your account dashboard, Click the [person icon](https://www.firstinspires.org)
7. Click “Add Youth”
8. Enter your youth’s profile information and click the blue “Next” button
9. Enter your youth’s school information and click the blue “Next” button
10. Click the blue “Accept” button at the bottom of the Consent and Release Form
11. Select 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

### Returning Parent / Guardians re-registering their youth:

1. Visit [www.firstinspires.org](http://www.firstinspires.org) and click the three lines in the top-right corner
2. Select “Log in” from the drop-down menu
3. Once you are logged into your account dashboard, Click the [person icon](https://www.firstinspires.org)
4. Click the “Youth Options” drop-down next to your youth’s name and select “Youth’s Consent & Release”
5. Click anywhere on the “2022 *FIRST* Consent & Release” title to expand it.
6. Click the blue “Accept” box
7. Click back to dashboard
8. Select 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”
Mobile Device Instructions with Screenshots

Parents / Guardians

Parent / Guardians new to FIRST and registering their youth for the first time:

1. Visit www.firstinspires.org and click the three lines in the top-right corner
2. Select “Register” from the drop-down menu
3. Create an account with your name, DOB, and email address (NOT your youth’s information)

![Registro de cuenta FIRST](image1)

Register your new FIRST® account

Creating an account gives you access to the FIRST Dashboard, where you can create a new team, accept an invitation to join a team as an administrator or mentor/coach, purchase a Class or School Pack, create an alumni profile, join the FIRST Mentor Network, and browse available event volunteer opportunities and roles. If you've already registered your email with FIRST, click “Log In” on the upper right of your screen.

Attention Parents

Register yourself on this page for a new FIRST account, not your child. Enter your name, email address, and birthdate, not your child’s.

You will be able to add your child and apply to a team under the Parent/Guardian - Youth tab on your dashboard after your account has been created.

Need Help?

Call: 800-871-8326 or 603-686-3906
Email: customerservice@firstinspires.org
Hours: Monday - Friday, 8:30 - 5:00 EST/EDT
View Frequently Asked Questions

![Registro de cuenta FIRST](image2)
4. Once your account is created and activated, click the three lines in the top-right corner
5. Select “Log in” from the drop-down menu
6. Once you are logged into your account dashboard, Click the 📊 icon
7. Click “Add Youth”
8. Enter your youth’s profile information and click the blue “Next” button
9. Enter your youth’s school information and click the blue “Next” button

This is the Parent/Guardian section to add youth. Coach/Mentors please do not select "Add Youth" from this section to add team members to your team. Please go to the Team Contacts/Roster section on your dashboard to invite/accept team members.

Parent/Guardian: You can add children / minors for which you are the legal guardian of to view and manage all activities and legal requirements such as Team Participation and Consent & Release forms.
MY INFORMATION

Youth Member Information

The information being asked on this screen is for the child that will be on the team.

All fields are required (unless otherwise indicated)

Youth Member's First Name

Youth

Youth Member's Last Name

Member

Address Line 1*

Use parent/Guardian Address

200 Bedford St

Address Line 2

YOUTH PROFILE

Successfully saved!

School

SCHOOL

Please Select

CURRENT GRADE IN SCHOOL (As of September 1st)?

Please Select

ELIGIBLE FOR THE SCHOOL FREE OR REDUCED LUNCH PROGRAM?

Please Select

GO BACK

NEXT
10. Click the blue “Accept” button at the bottom of the Consent and Release Form
11. Select 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
Your Dashboard will now show “Application Pending” until the team’s Lead Coach/Mentor has accepted the youth application. Repeat process for additional students.