

Registration Tips
By
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Registration and Check-in at large tournaments can be very frustrating at times. Here are some tips to ensure things will progress smoothly.

1. If you have pre-registered for the event, you will probably receive a computer-generated weigh-in (contestant) slip. Be sure that you check all the information on your slip. Many times contestants are talking with old friends and do not check the information carefully. Make sure that any corrections are written clearly on the slip in large letters. If you are entering two or more divisions, make sure you have a slip for each division.
2. If you are a “walkup” contestant, i.e. registering for the first time, you will probably receive a handwritten weigh-in (contestant) slip. Be sure that all the information is written correctly on the slip. If you are entering two or more divisions, make sure you have a slip for each division.

At most Junior Tournaments, you will personally take your slip to weigh-in, the weight will be recorded on the slip, and the weigh-in personnel will keep the slip. At some Senior events, like the Senior Nationals and Fall Classic Nationals, you will be asked to declare the weight that you will have to make at weigh-in (which usually occurs the morning of competition), and the registration personnel will keep the slip.

3. If you are to take your weigh-in (contestant) slip to weigh-in, ensure the correct weight is recorded on the slip. Most of the time, the weight should be listed in kilograms. If you are new to the kilogram divisions, ask your coach for assistance.

Example: One Kilogram (kg) = 2.2046 pounds (lbs.); so 66 kg = 145.5 lbs.

4. If you have declared a weight, there will be a list of names for each weight division at weigh-in. Ensure that the correct weight is recorded next to your name on the list.
5. Listings of contestants by divisions are posted as soon as possible after the completion of weigh-in (for juniors) or after the completion or registration (for seniors). Please refrain from asking the pooling person a question. Questions like “When will the pool be posted?” just delays the process. It takes at least one minute to answer every short question. At the large tournament, you might have sixty people asking the same question. This equates to one-hour of delayed time in posting the pools.
6. If you find an error in the posting of the division information or pools, please inform the pooling personnel as soon as possible so oversights and errors can be corrected.
7. When match cards are use, they will be placed on tables at the tournament site. They are not passed out at the headquarters hotel. If you are unable to locate a match card, check with your coach or teammates. If you are unable to locate the card, look at the posted

pool sheet to determine on which mat your division will be playing and your match number. Then go to the pooling personnel and ask for another match card. If there is a line, wait for your turn. Going to the head of the line and asking, “where is my match card” will delay the process and is not fair to the athletes and coaches standing in line.

If this is your first large tournament and you have question, please address them to your coach first. Your coach has a lot of knowledge and can save you time.

Good luck in the competition.