Go to www.mysctp.com to get started...

Next Page looks like this:

NEW TEAMS ONLY: (First time teams)

Follow the steps as prompted – WRITE DOWN YOUR USERNAME AND PASSWORD

You will enter your email and have to do an email verification by going to your inbox and clicking a link, etc. At which point you will be brought back to the SHOT system (where you’re registering) to continue with setting up your team.
Once your team is registered:

Here are some useful links for registering Coaches and Athletes as well as a guide for parents. Also continue reading for step by step instructions.


After Clicking the Athlete tab as shown above: Click ADD ATHLETE (near upper right corner)
Once you add the athlete’s name, their profile page will pop up on the right side of your screen – you will need to enter their email address and then follow instructions at the top of the page (red box) as seen below. PLEASE MAKE SURE ALL INFORMATION IS COMPLETED. The system does use and need ALL this information.

Parents (under 18) or Athletes (collegiate) will create log in credentials – please make sure they know to keep this information for future log in purposes.

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At the bottom of the Athlete profile page is a place for Emergency Contact and any notes you as a coach may need to make.

~ Allergies, etc

Below that is the Classification

*HS (used for SCTP Regional events)
*SCTP – A (used for American Disciplines)
*SCTP – I (used for International Disciplines)

Conference/ Leagues (used per your state instruction)

*Must be completed by COACH

Below Classification you’ll see NGB numbers

These can be updated by parent/ athlete or coach but we encourage these to be filled out so targets will be credited during registered events.

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**ADDING COACHES IS SIMILAR STEPS ....**
REGISTERING FOR A SHOOT

Click Shoots on the left side of the screen as indicated above:

Select the type of event you’re registering for:

Nationals
Regional – these are Regionals run by SCTP
State Shoots
Open Team (shoots created by other teams that are inviting anyone in the area to attend)
(Example shown of SCTP American Nationals in July)

There will be a list of the events that will be offered for the shoot. You must select the event you want to register for. This gets you to the squadding portion of registration. You will be selecting the date and time that you want the athletes to shoot. Please watch your timing for multiple disciplines in a day (allow enough time between events and do not double book them).

Notes:
Registration closes July 4th at 12:01 AM - you have through July 3rd to make changes. Changes will not be accessible on July 4th! INTERNATIONAL disciplines will close July 1st (actually 11:59pm June 30th). Please plan accordingly.

<table>
<thead>
<tr>
<th>Date</th>
<th>ID</th>
<th>Hosting</th>
<th>Location</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday July 5, 2022</td>
<td>16811</td>
<td>Scholastic Clay Target Program</td>
<td>Cardinal Center</td>
<td>125 Target International Skeet</td>
</tr>
<tr>
<td>Friday July 8, 2022</td>
<td>16812</td>
<td>Scholastic Clay Target Program</td>
<td>Cardinal Center</td>
<td>125 Target Bunker Trap</td>
</tr>
<tr>
<td>Saturday July 9, 2022</td>
<td>15813</td>
<td>Scholastic Clay Target Program</td>
<td>Cardinal Center</td>
<td>100 Target 5-Stand / Side Event</td>
</tr>
<tr>
<td>Saturday July 9, 2022</td>
<td>16604</td>
<td>Scholastic Clay Target Program</td>
<td>Cardinal Center</td>
<td>200 Target American Skeet</td>
</tr>
<tr>
<td>Saturday July 9, 2022</td>
<td>16605</td>
<td>Scholastic Clay Target Program</td>
<td>Cardinal Center</td>
<td>200 Target Sporting Clays</td>
</tr>
<tr>
<td>Saturday July 9, 2022</td>
<td>16608</td>
<td>Scholastic Clay Target Program</td>
<td>Cardinal Center</td>
<td>200 Target Doubles Trap</td>
</tr>
<tr>
<td>Saturday July 9, 2022</td>
<td>16700</td>
<td>Scholastic Clay Target Program</td>
<td>Cardinal Center</td>
<td>200 Target Handicap Trap</td>
</tr>
<tr>
<td>Wednesday July 13, 2022</td>
<td>16696</td>
<td>Scholastic Clay Target Program</td>
<td>Cardinal Center</td>
<td>200 Target Singles Trap</td>
</tr>
<tr>
<td>Friday July 15, 2022</td>
<td>15814</td>
<td>Scholastic Clay Target Program</td>
<td>Cardinal Center</td>
<td>100 Target Skeet Doubles</td>
</tr>
</tbody>
</table>
Once in the event you’re squadding for:

This is what your voucher will look like – you’ll see each squad with their date/time and location they’ll be shooting at.
The top portion of your voucher shows how many athletes for each event (they'll be listed individually by event if you are squadded for more than one per event/shoot.) How much has been paid with your remaining balance. Note the PAY button near the top left. This will take you to a credit card processing portion or you may print this and bring it with you to the event with a check to pay.

If you have any further questions or need assistance please use the SUPPORT button – this goes to a team of folks who can help rather than waiting for one person to get back to you!

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### Ballard Clay Bombers

**Test Shoot September Registration - 8/29/2022 11:23 AM**

Below is a voucher for Ballard Clay Bombers registration for Test Shoot September. Please bring a copy of this voucher to the shoot.

<table>
<thead>
<tr>
<th>Event Name</th>
<th>Athletes</th>
<th>Fee</th>
<th>Due</th>
<th>Paid</th>
<th>Balance Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Test Trap Opening</td>
<td>6</td>
<td>$50.00</td>
<td>$300.00</td>
<td>$0.00</td>
<td>$300.00</td>
</tr>
<tr>
<td><strong>Totals:</strong></td>
<td></td>
<td><strong>$300.00</strong></td>
<td></td>
<td><strong>$0.00</strong></td>
<td></td>
</tr>
</tbody>
</table>