



INSTRUCTIONS FOR COACHES TO REGISTER FOR A TOUR

Hi Coach,

Congrats on being selected to coach a tour with SaWUSA. This is going to be a trip you remember forever! We need you to create an on-line profile so we can get you access to all the things you need for the trip. It will be a little weird as you will enter some questions like you are an athlete that won't really pertain to you. But getting you through this system is necessary to get you registered for the trip and get you plane tickets, etc. The instructions below will help you navigate that process. Please let us know if you have any difficulty.

PART 1

Go to apply.studentathleteworld.com (or click on Apply/Login from studentathleteworld.com) and create an application. Only one person per family needs to do this and you can add any travelers going with you as guests. Just answer the questions and move through the application. For example it will ask you for a highlight video and an evaluation from a coach. As long as you put anything in the field it will allow you to move on. So, you can just put "www.myvideo.com" in the video section and "im great" in the evaluation section and then hit submit and you should move on. Then it will ask you to schedule an interview with our staff. You don't need to do this - This is where you can stop for now. **Once you have made it to the choose interview times, just let Tim know (tim@studentathleteworld.com) and he will hit a few buttons to mark you as interviewed.**

Wait as Tim hits some buttons

PART 2

At this point you can go in and accept the trip and sign the contract and waiver and code of conduct. You will end at a payment screen that asks you to pay a down payment on-line or send a check in the mail. Just ignore that and stop there for now. **Once you reach the payment screen, just let Tim know (tim@studentathleteworld.com) and he will hit a few buttons to mark you as paid.**

Wait as Tim hits some buttons

PART 3

At this point you have been added to the trip. When you log in now you will be asked to enter your passport info. You will also now have access to the TRIPS page and the OTHER RESOURCES page. The TRIPS page will have your flight info, your rosters, your coach bio and info specific to your trip. The OTHER RESOURCES page has some info about our tours that will be helpful for you to prepare for the trip.

THAT'S IT. THANKS FOR REGISTERING!