

Request Access to the SCHOOL page:

- 1. Open AthleticNET homepage and login to your account
- 2. Click on SEARCH



3. **Type** in your **SCHOOL NAME**. *Example*: 'Papanui' came up with three options.

Papanui



4. Select your SCHOOL. This opens your 'Team' page in the AthleticNET.



5. Scroll down to the bottom of this page and click on REQUEST ADDITION.



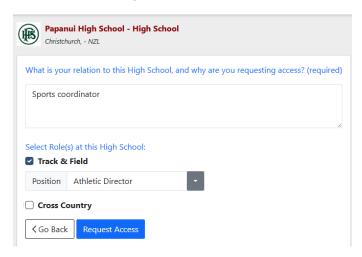
6. This box appears. **Select NO**.





7. In the following box, explain why you want access such as 'Sports Coordinator / Teacher in charge of entering students into events'.

Select Track & Field, then **select** position - **Athletic Director**.



You can select Cross Country (optional) as well.

8. Click Request Access.

AthleticNET will check your request, which will include ringing you on your cell phone.

Any questions, e-mail Andrew Stark - Athletics Canterbury