

GETTING STARTED WITH MIST

PRESENTED BY

MIST Carolina



بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

My Mist

Registration Guide

Assalaam Alaikum!

Welcome to Mist Carolina 2024
Registration guide. This provides a
step-by-step overview from Creating
your MyMIST account to registering
for MIST Carolina 2024.

mistcarolina.com/rulebook



Please read the following information before registering.

- Your MIST team must be open to all who are interested in joining from your school, Muslim or otherwise.
- Your team should not include anyone from outside of your school.
- Advertise MIST throughout your MSA and try to get as many members from your school to join your MIST team.
- Allow each student to go through the Category Overview and individual rules (found at <https://www.mistcarolina.com>) for each competitive event in order to choose which events to compete in
- Make sure each student knows that they may sign up for only one competitive event from each of the five Categories. This means each student has the option of signing up for one Art competition, one Writing & Oratory competition, one Knowledge & Qur'an competition, one Bracket competition, and one Group Project competition.
- No more than two (2) students per school may sign up for each of the competitive events with the exception of the group competitions, MIST Bowl, Improv, and Basketball.
- The Signature Page should be printed out for each team member. Get each applicant to sign their form first. Gather the documents after having your team's coach sign each one. Return the paperwork to the applicants so they may get their guardian or parent to sign them. Remind applicants to give their parents their coach's contact information. Gather all of the completed forms and give them to your coach so that they can view the signatures and confirm which pupils they will be in charge of at MIST. Then, prior to the deadline for late registration, these forms must be submitted to your regional headquarters. If their signature page is not provided, applicants are at risk of being disqualified.
- After each student knows which competitions(s) they will be competing in and have also completed their signature page, their information must be entered on the online registration application.
- Each student must complete their signature page and know which contests they will be participating in before entering their information on the online registration form

- Once a coach has approved the team registration application and it has been formally filed online, students are under no circumstances permitted to change their minds. If the student opts to forego the competition they initially signed up for, their team will score a zero for that event, which will have an impact on the Team Average. Make sure kids sign up for events in which they will compete.
- Identify the deadline by which each team member was expected to have completed their online registration for each competition and paid the registration fee. The Registrar cannot submit the team registration for a coach's approval until each member of the team has registered and paid.
- After the late registration deadline, students cannot register. The ability to register online will expire.
- A Confirmation Letter including all the student's registration details and the contests they have registered for will be sent by MIST to each coach and registrar a few weeks prior to the competition. In the event that a mistake has been made, the competitor, coach, or registrar must email MIST right away.
- Once the tournament has begun, no excuses will be tolerated. We send out the letters as a way for you to certify that you've signed up for the contests mentioned in the letter. After we've issued the confirmation letters, if we don't hear from you regarding your registration, we'll presume that you and your team have no errors to report.
- Access our rulebook: <https://www.mistcarolina.com/rulebook>

WHAT IS YOUR ROLE?

The registration procedure will vary depending on a person's position on the squad. Coach, Registrar, and Competitor are the three positions. Below is a description of each role:

Coach: Each team is permitted one coach free of registration fees, who must be at least 21 years old and act as the team's chaperone throughout the competition.

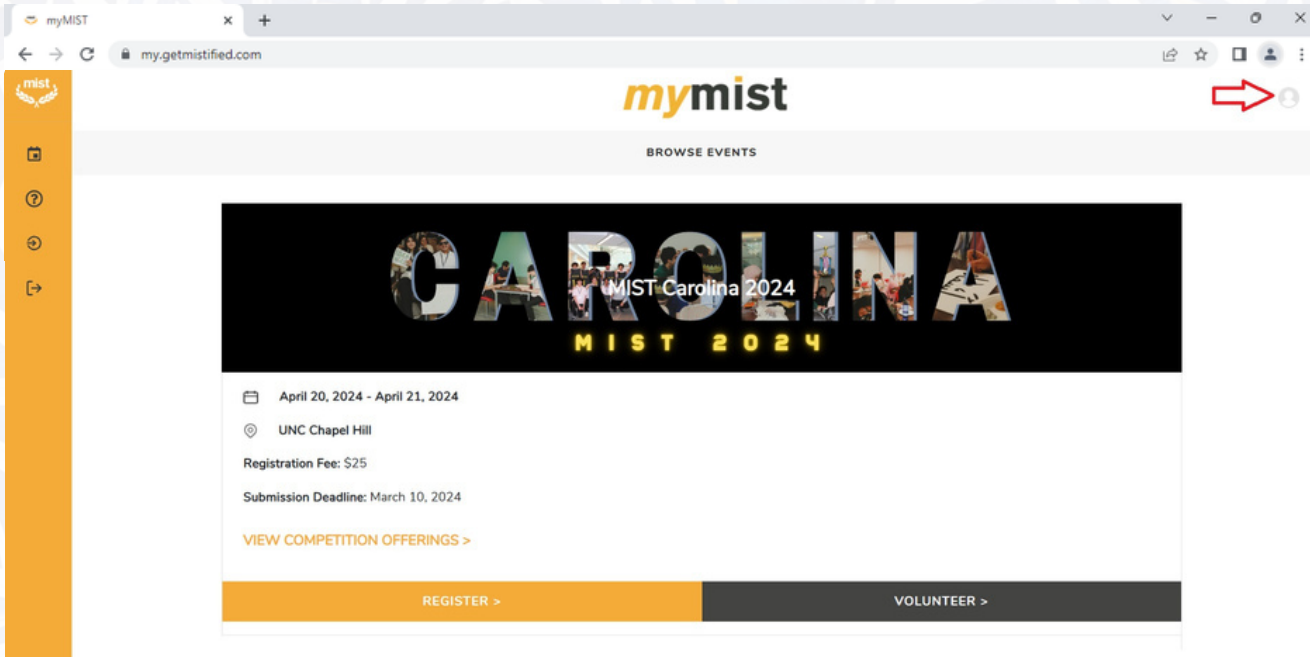
Captain/ Ambassador: Each team requires a registrar. He or She is a competitor on the team, coach of the squad, or any parent connected to the team. The registrar ensures that contestants register on time and are registered for the appropriate contests. can plan and alter the contests that the team's members have registered for.

Competitor: A competitor is any team member who has signed up for a competition.

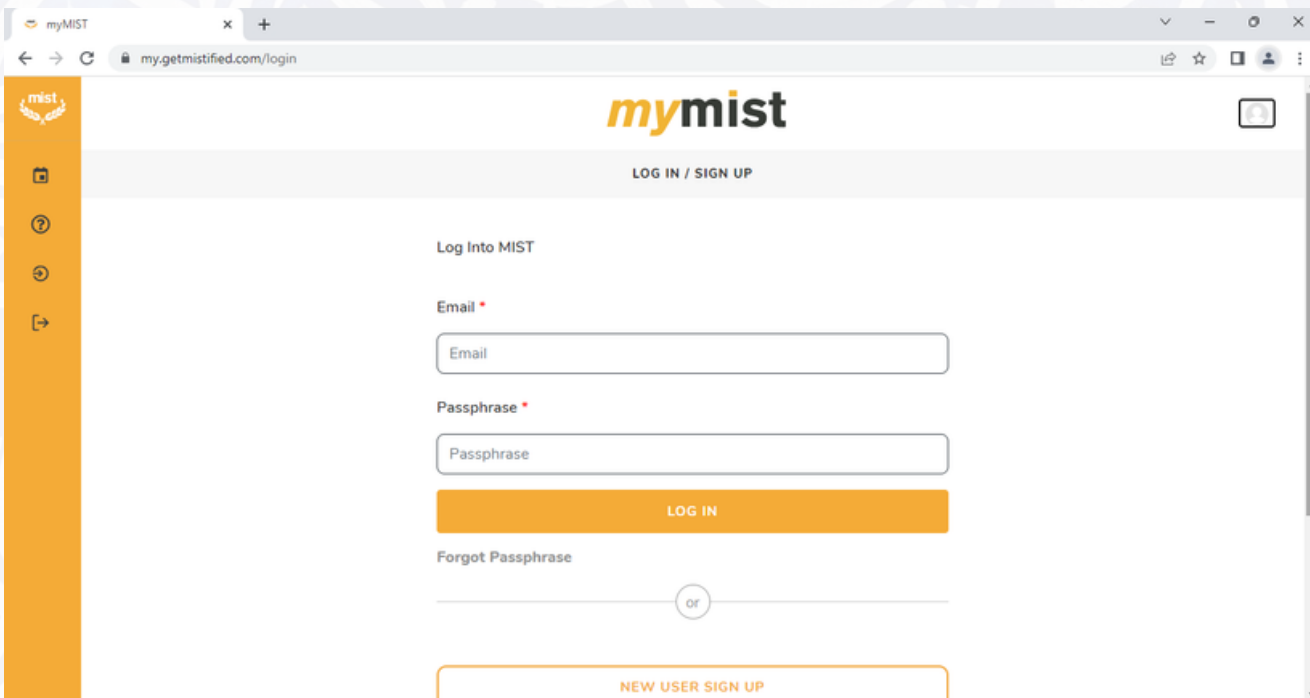
ONLINE REGISTRATION PROCESS STEP BY STEP

Creating your first time user account.

- Go to my.getmistified.com



Step 1: Click on the "Profile" icon on the upper right corner. It will take you to login Page (shown below).

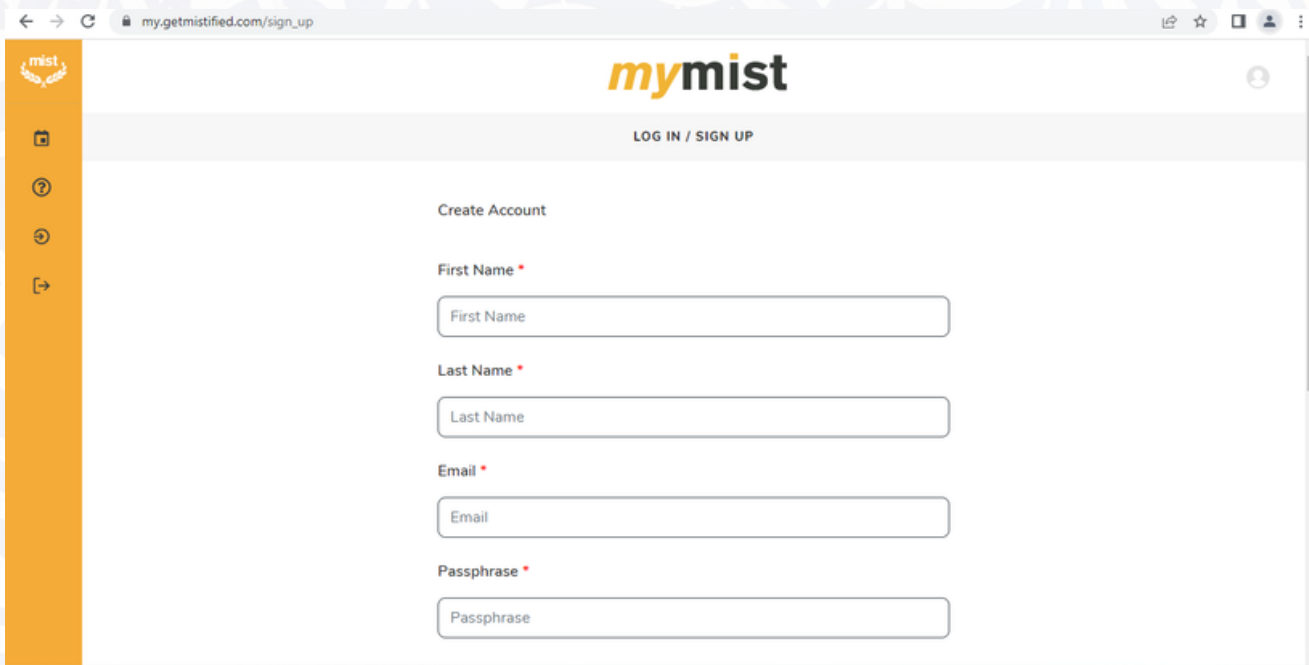


***If you already have an account, Skip the steps 2 -4.


Step 2: Click on "NEW USER SIGNUP". Type you First name, Last name, Email address and Passphrase.

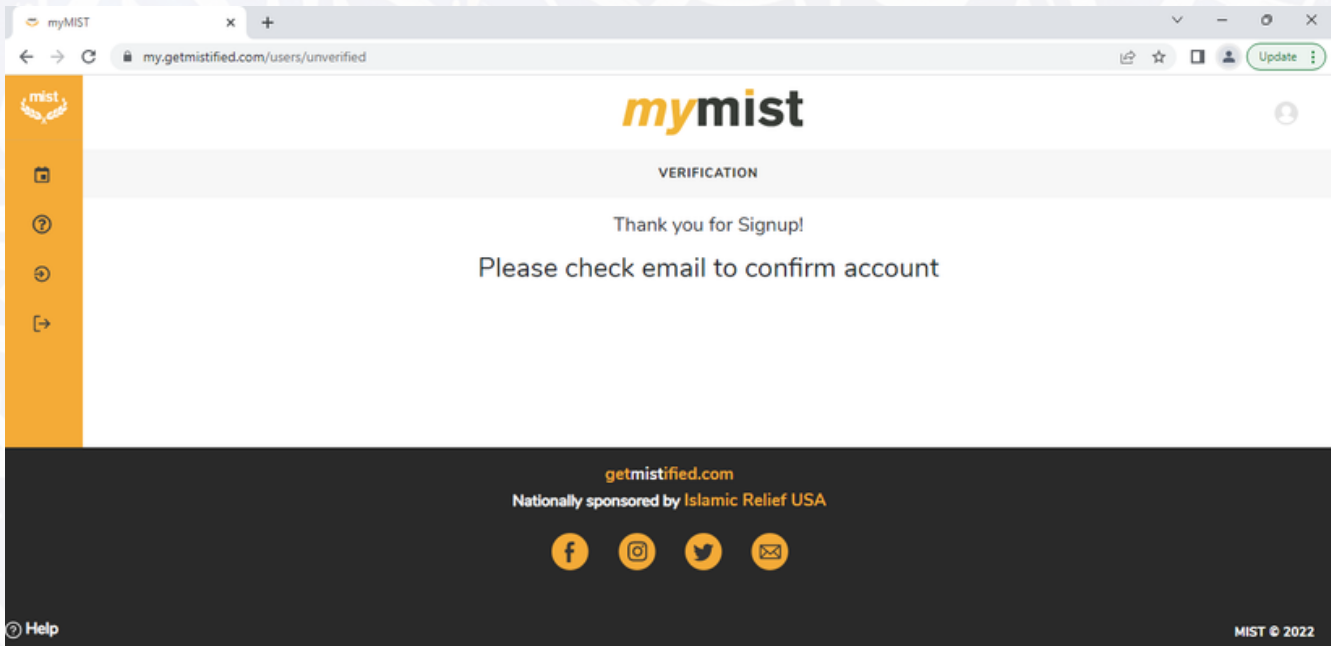
- And then re-type Passphrase.

****Make sure that your passphrase is at least 12 letters long containing a mixture of both uppercase and lower case letters, numbers and the inclusion of at least one special character e.g., ! @ # ? . This ensures that your account is secure and protected!**

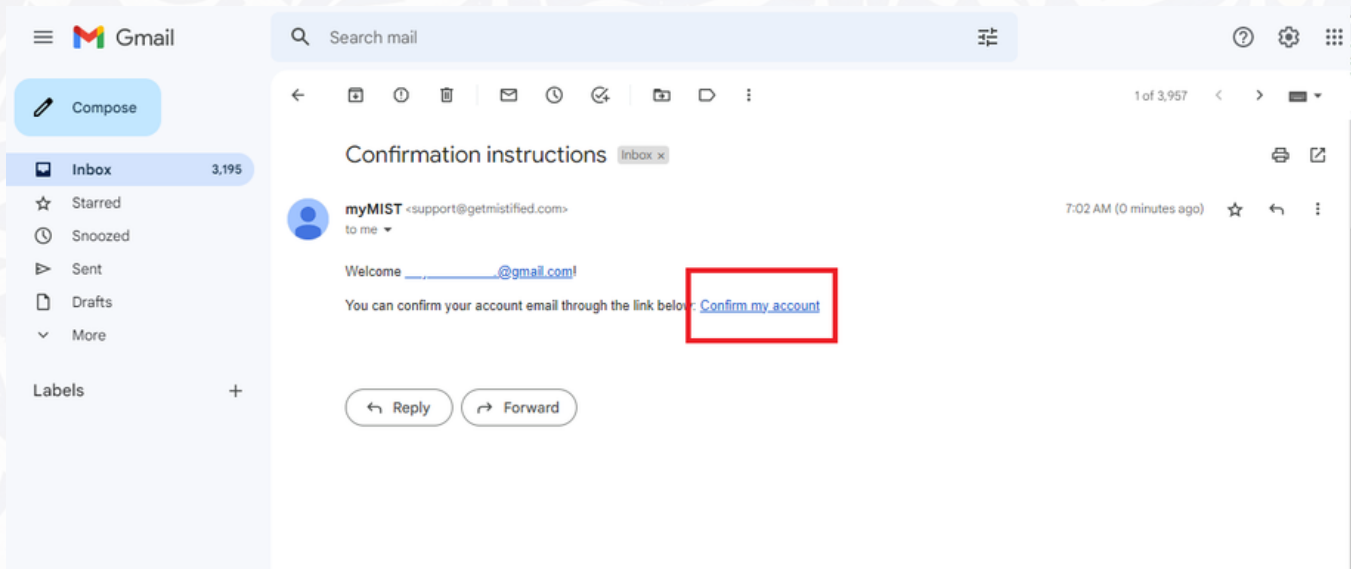


A screenshot of a web browser showing the sign-up page for mymist.com. The browser's address bar displays "my.getmistified.com/sign_up". The page features the mymist logo at the top center and a navigation bar with "LOG IN / SIGN UP". On the left, there is a vertical orange sidebar with icons for home, help, settings, and share. The main content area is titled "Create Account" and contains four input fields: "First Name", "Last Name", "Email", and "Passphrase", each with a red asterisk indicating it is a required field.

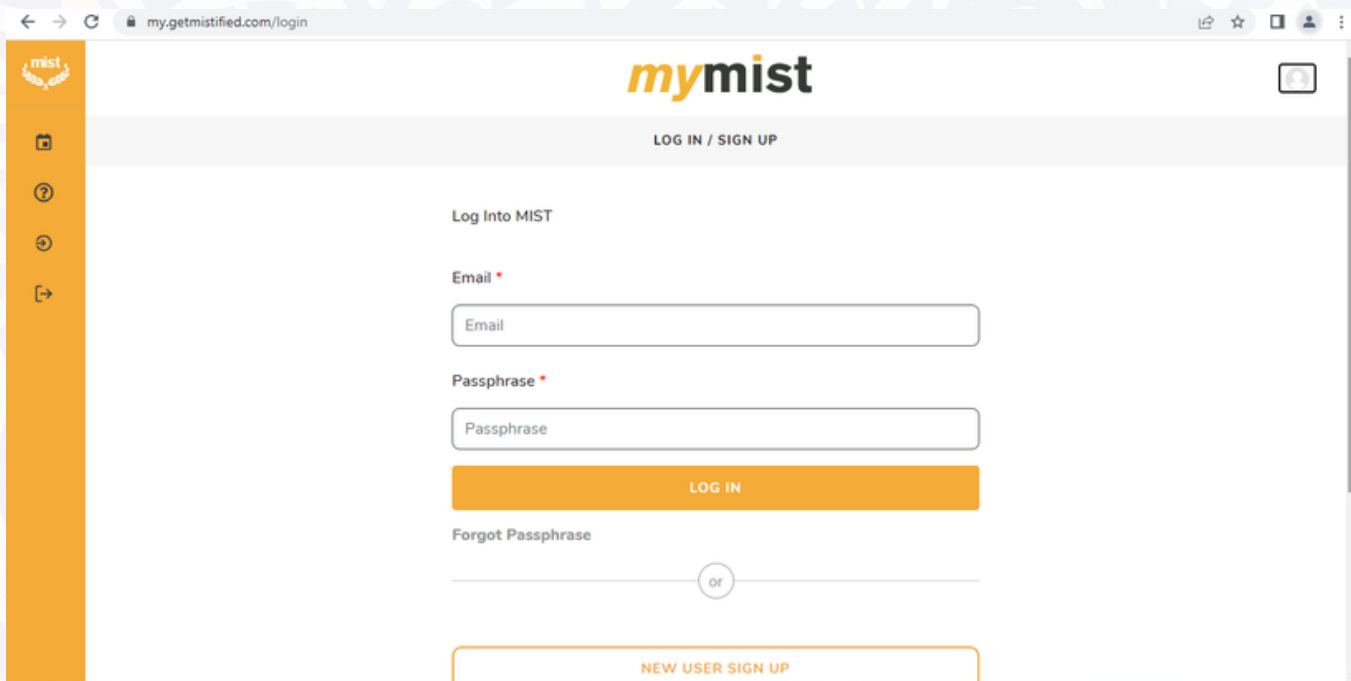
- Then Click  button
- You should see the "Create Account" Page



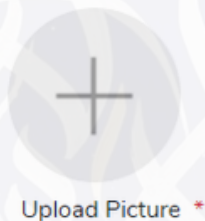
Step 4: Now that you have created the account you must check your inbox for the confirmation email, click on the link to confirm your account.



It will bring you to Log in page



- **Step 5:** Type your email that you just used and the passphrase you have just created. You're logged in, but you need to update your Profile.
- You will not be able to move on unless you have provided a display picture of yourself and filled out your profile details.



Step 5: Updating Profile:
Click this button to upload you picture.

- Type your Date of Birth, Select gender, your phone number and an emergency contact.
- Select Role: If you are competing as a student, select "Student". If you're a coach, select "Coach"

Role *

Guest

Roles

Student

Coach

Guest

- Select "MIST Carolina" as Default region as shown below:

Default Region *

Regions

Regions

MIST Detroit

MIST Carolina

MIST St. Louis

MIST SoCal

MIST NorCal

MIST New England

MIST Nashville

MIST Global

MIST Florida

MIST Columbus

DC MIST

MIST Dallas

MIST Houston

MIST Chicago

MIST Atlanta

- now that you have updated your profile with your information, click continue to add your school

Step 7: to add your school, search the name of your school using keywords. If you are not able to find your school; click on the link "add new school" and fill in the details from your Highschool.

mymist

SCHOOL VERIFICATION

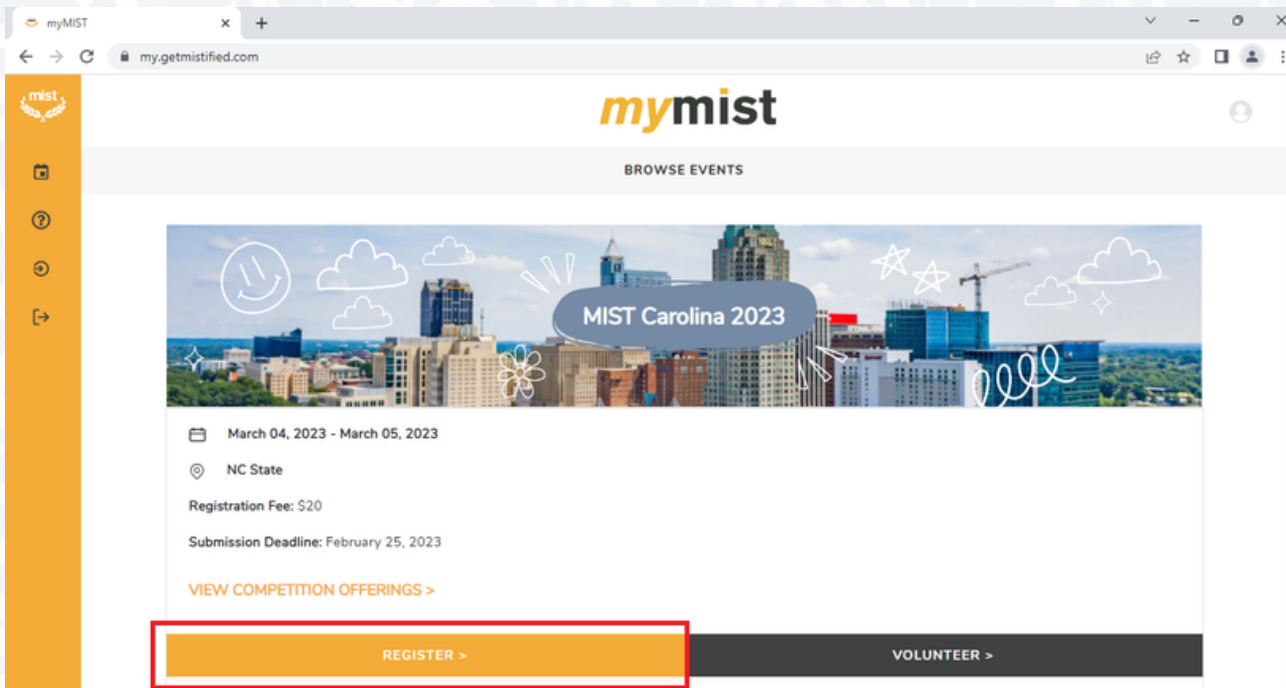
Default School

Search

Skip For Now

Step 8: Once you have added your school you must upload your school verification. This could be your report card, transcript, or school ID.

Step 9: Now that you have saved your profile information and your school information. You will be brought back to the homepage with the list of events that are provided. Click on the event that you need to register for (MIST Carolina 2024). Click register and register as a STUDENT.



Step 10: Read the terms and conditions. If you are under 18 years old and your parent is present then have them review the terms of conditions and sign to confirm your participation. If your Parent is not present, then you will provide their email address so that they may sign the form on your behalf.

We see you are under 18 years old. Is your parent/guardian present?

Yes, my parent/guardian is present.

No, my parent/guardian is not present.

Parent/Guardian Email Address

Parent/Guardian Email Address

Please provide a valid email address for your parent/guardian. We will email them a link to accept the terms and conditions for your participation.

AGREE AND SUBMIT

After you have provided us with your parent's email address, we will send your parents an e-mail to sign to ensure your participation.

After your parents sign, you can proceed.

Step 11: Select the competition(s) that you desire (The competitions that have a star next to them indicate that they are special competitions that are not provided by all the mist regions). Click Continue.

SELECT COMPETITIONS

Category I: Knowledge and Quran
None

Category II: Arts
Culinary Arts

Category III: Writing and Oratory
Short Fiction

Category IV: Brackets
None

Category V: Group Projects

Step 12: The next page gives you a summary of what you will be registering as and your fee for registering. Carefully review your information and your selection then continue.

Step 13: Next page will ask you to fill in the billing information. Fill in the details for the credit card that will be used to pay for the registration fee as well as providing your area zip code. Click Confirm and Pay.

Billing Information.

Full Name (as it appears on card)*
Ana Muslimah

Email*
@gmail.com

Card number*
1234 1234 1234 1234

Expiration date*
MM/YY

CARD SECURITY CODE*
CVC

Postal code

MIST Carolina 2023
Ana Muslimah
Registration type: Competitor \$30.00

Step 14: There will be a receipt sent to your email. The information that is provided in your email includes the amount you paid, The event you signed up for, and your transaction ID.

✨ If you have any Questions, feel free to email us at mistcarolina@getmistified.com ✨