

HSE Destination Imagination Registration Process

HSE DI is utilizing digital signup for registration this year and hosting the website www.hsedi.com. These systems will allow for a centralized database of information to help facilitate signup, communication, registration and volunteering. All persons joining HSE DI this year regardless of what school they attend will use this system to register. Here are the instructions for registration this year. **Registration Deadline: October 3, 2017. After this date a late fee of \$50 will be added.**

Step	Action	Result
1	Go to the website: www.hsedi.com	Website www.hsedi.com displayed.
2	From this website click on: Sign Up	You will be taken to the digital signup form to either create a new account or Login with an existing account.
3	If first time signup, proceed to step 4. If account is already created, proceed to Step 6.	
4	If this is your first time registering for HSE DI, click on: Create An Account	You will be presented with several fields to complete. The information requested is for the parents of the student being registered for the program.
5	Once required fields are completed, click: Submit	The Welcome screen will display information regarding the program this year. Please Read.
6	For individuals with existing accounts from previous participation, enter the Login name and Password from previous year. If password is unknown, select Forgot Password and follow the steps. If Login Name is not remembered for participant, visit https://tinyurl.com/jzsmiyw and type in hsedi (case sensitive) for the password and search for your login name(s).	Allows past participants to login to the system with prior login information.
7	Click on the link to login to your account. Once logged into your account and you have read the information, you will have a drop-down menu which reads "What would you like to do"? From the menu, select: Update My Profile, then click Go.	You will be presented with additional information to complete for volunteering and details about your child that will participate in DI. Several fields are required. If you child needs placed on a DI team, select the box labeled "My child is NOT on a HSE DI team and needs help being placed" Once all fields are complete, select: Submit
8	You will return to the Home screen. From the drop down menu, select: My Membership.	You will be presented with the options to pay fees for this year's HSE DI membership.
9	Select: 1-Year membership/Rising Stars or Renew if a prior participant.	Membership Coupon code page will appear.
10	Enter coupon code if applicable for you membership and select Next.	See table 1 for Coupon codes.
11	Complete payment information and click Submit.	You will be presented with the payment option. You may pay by either credit card or check. If using credit card, you will be charged an \$8.50 "Creativity" fee. If paying by check, you will not be charged

		the "Creativity" fee.
12	If registering multiple DI participants, you must create a new parent/child account for each participant. You receive a discount on membership costs for multiple participants. See Table 1.	Return to Step 1 to create the additional accounts.
13	If paying by check, mail your check for deposit.	Address: Jenny Kraus 12509 Loudoun Place Fishers, IN 46037
14	Contact, if you have questions.	Greg Fullhart greg@hsedi.com 317-523-9697

Table 1

Discount codes will be used this year if you have multiple participants or become a team manager in the HSE Destination Imagination program. These codes are entered at checkout when using the DI registration system. Please follow the matrix below to select the discount code applicable to you. The discount codes ARE case sensitive.

	Discount	Discount Code
2nd participant in competitive HSE DI, not Rising Stars.	\$25 discount on 2 nd participant	HSECHILD25
New student enrolled into competitive DI program for the first time (being involved in Rising Stars before doesn't count).	\$25 discount on new members	HSENM25
First Time Ever Team Manager.	\$75 discount	HSEFTM75
Returning Team/Co-Team Manager.	\$50 discount	HSETM50
Multiple discounts	Our registration system does not allow for multiple coupon codes on single registration. Please apply the coupon codes to your additional registration. If you have questions, please contact treasurer Jenny Kraus (jenny@hsedi.com).	