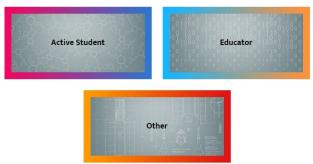
# One-Day STEM Event Registration Instructions

## Create an account in the NASA STEM Gateway

 Pick whichever category best represents you. Parents and Guardians fall under the "Other" category



 When creating your account, Education or Affiliate Organization is optional for those registering as "Other."

# "Apply Now" to the Engagement Opening

## Primary Point of Contact.

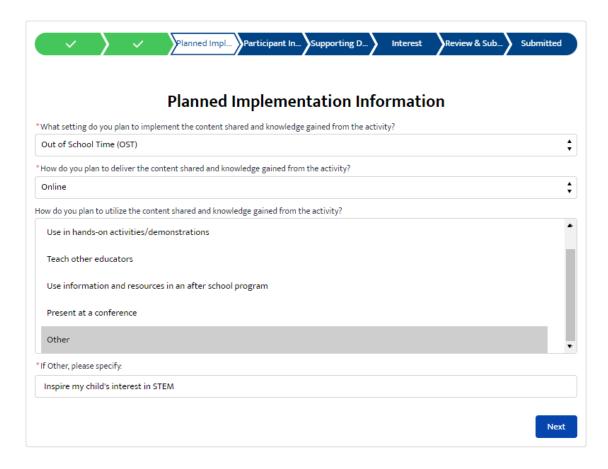
- List your own information
- Academic Institution or Organization
  - o If you are a parent or guardian, enter the name of your student's school.
  - o If you are an Educator, enter the organization or school you are representing.

#### **Institution Information**

 The Lead Institution can be the same Academic Institution or Organization listed on the previous page.

#### Planned Implementation Information

- If you are an Educator, fill out this page according to your own plans.
- If you are a parent or guardian:
  - Your intended Setting is Out of School Time (OST)
  - o Content delivery will be Online for any Virtual events.
  - Select "Other" for how you plan to utilize the content. When asked to specify, enter "Inspire my child's interest in STEM"



### **Participant Information**

- In the field for "Number Of Teams Participating" please put the number of connected devices you intend to use for this event.
  - We ask that larger groups limit themselves to a maximum of five connected devices.
- Parents and guardians may leave the Number of Educators fields blank.
- Give your best estimate of the number of students in each grade level.

#### Supporting Documents

No supporting documents are required for these opportunities.

# **Application Status**

You can check Gateway to view or change the status of your registration at any time. You will receive more information with event details after registrations close.

If something changes and you are no longer able to attend, you are able to Withdraw your application.

If you have any questions about the application or the STEM event itself, please direct them to <a href="mailto:GRC-Ed-Opportunities@mail.nasa.gov">GRC-Ed-Opportunities@mail.nasa.gov</a>.