British Gymnastics On-Line Entry System

From January 2010, all British Gymnastics events will be entered via the on-line entry system.

- From 1st January 2010, we are only able to accept the following fully paid memberships:

Bronze -	Current
Silver -	Current
Gold -	Current

- If there are people (gymnasts, coaches etc) showing as 'conditional' they are not eligible to enter into the event until they are current members.

All club secretaries should use the British Gymnastics Self Service portal to access the system immediately. For those that have not previously used Self Service please contact our Membership Services department on 0845 1297129 ext; 2395 to register.

To enter an online competition, please follow the step-by-step guide below:

1. Log onto www.british-gymnastics.org and click on the 'BGymNet' icon

2. Log in by using your membership number and password (issued by the Membership Services Department)

3. Click on 'about my club' on the left

4. Click on 'event entry' on the left

5. From the discipline box 'click' on the discipline of the competition you are entering i.e Trampoline Gymnastics – apply filter (click on icon on the right)

6. A list of events will appear – find the event and then click on it

7. If you are already part way through an entry you will see it in a list. Click on it to continue editing. If you want to start a new entry, click on 'Create new entry' icon on the right

8. Click on 'add gymnast' icon on the right

9. From the 'competition' drop down box, select the competition the gymnast is entering e.g. DMT FIG A

10. From the 'Gymnast' drop down box, select the gymnast entering the chosen competition

11. Click the Add Gymnast button on the right.

12. If a club enters Groups or Trios or Pairs, they need to Group these by using the Group Button, click and drag names into the box.

13. Repeat this process for all of the gymnasts entering into the event.

14. Repeat the above process to add coaches, judges & officials.

15. Once your entry is complete click on 'submit entry'

16. The total cost for your entry will be showing in your shopping basket, please pay by credit card or ‘click’ to send a cheque.

If any person that you have tried to enter does not meet the required conditions for entry, you can still add them to your entry but a red cross will appear by the side of their name and a message telling you which criteria that person does not meet is displayed. You will not be able to submit your entry until all red crosses have turned to green ticks.

Main reasons WHY you may be unable to complete your entry on-line:

1. Individuals do not have current membership
2. Individuals do not have the required level of membership i.e. Silver
3. Coaches / Judges do not have the required level / type of award
4. Individual(s) are not affiliated to the club entering them
5. Individual(s) has already been entered into the event

For assistance to complete your on-line entry please do not hesitate to contact the British Gymnastics Events Department on 0845 129 7129 ext 2396

Participation fee

By entering a gymnast to a National event where part of the entry requirement includes a participation fee, there is an acceptance that should any gymnast fail to register to compete by the registration time at the event, that a medical note confirming the injury / illness that caused the non-registration / withdrawal, will be submitted to the competition organiser within 14 days of the event.

If a medical note is not submitted within this period, the Technical Committee will authorise British Gymnastics to have the outstanding fee (s) placed on the clubs account.

Non payment of the fee (s) may result in future entries to events being denied.

This will also apply to disciplines where judge’s non-attendance levy’s / fees are required from Clubs or Regions.