Entry window opens: **8:00 AM, Sunday, November 26**
Closes precisely: **7:00 PM, Thursday, December 14**
Submit your intended roster early! Return anytime before the deadline to make changes!

1. **Entries must be submitted using the Online Entry Form at www.baumspage.com!**
   a) Create your account early and enter your master alphabetic roster.
2. **Please note the following details on baumspage.com!**
   a) Inactive accounts prior to 2022 were deleted.   Current accounts from 2022-2023 were retained, but the associations with the schools and teams were deleted.
   b) <mark>**High school athletes from last season were advanced one-grade level and retained. Please review your roster and delete any athlete that did not return.**</mark> Use links below **Coaches** for team and athlete entry.
3. Go to **www.baumspage.com** and click **Online Entries** or **Login** to access your account.
   a) **If you did not have an account last year,** use **Apply** to create your account.
      i) To **Apply** | Complete the requested information | Check the **"I'm not a robot."** box | **Submit Application**.
   b) **If you had an account last year,** you can log in using that e-mail address and password.
      i) **Please note: Passwords are case-sensitive!**
      ii) If you don't know your password, click the **Forget your password?** link to have a temporary password e-mailed to you.
4. Use **Coaches | Select Teams** to select your school from the drop-down list.
   a) Click **Select School Type** | select either **High School or Middle School** | click **Get Schools/Clubs**.
   b) Click **Select School |** highlight your school | click **Get Available School Team**.
      i) If your school is not listed or somebody else has already claimed your team, use **My Tools | Online Help** and submit the appropriate **Help Request**.
   c) Click **Select Sport** and select your sport.
   d) After the sport is selected, click **Make me the Coach**.
   e) Repeat as necessary to if coaching multiple teams/sports/genders.
5. Use **Coaches | Wrestling | Modify Athletes** to enter athletes to your alphabetic roster.
   a) You may enter athletes one at a time by entering first name, last name, and grade, then **Add Athlete**.
      i) Type all names in upper and lower case. *Please check all entries carefully!
   b) Or you can import your complete roster by pasting them from an Excel file. Use one row per athlete: **First Name**, **Last Name**, and **Grade**. Highlight and paste into textbox, then click **Import Athletes**.
   c) To enter girls in a Boys **Co-Ed** Tournament, she must be listed and submitted on the boys roster.
   d) To enter girls, in a **Girls Only** Tournament, she must be entered on a **HS Girls** or **MS Girls** roster.
6. Use **Coaches | Wrestling | Submit Rosters** to enter them in a tournament.
   a) Select your team | click **Get Available Events |** Select an event **|** click **Get Roster.**
      i) For each weight class, click **Select a Wrestler** and select athlete from the drop-down list.
      ii) If appropriate, enter seeding information as requested. Leave blank if not up for seed!
      iii) If allowed to enter extras, select **weight**, then **wrestler**, and **Submit Roster**. Repeat for others.
   b) Click **Submit Roster** to save. Use **Get Printable Roster** to print a copy for your records.
   c) If a name or grade is not correct or an athlete is missing, use **Coaches | Wrestling | Modify Athletes** to make the correction, and then submit your entries again.
7. **Event Rosters can only be submitted or corrected while the "Entry Window" is open!**
   a) The window closes automatically **precisely at the time and date** listed.
   b) **Submit Rosters** early and return to make changes **anytime before** the window closes.
   c) Entries **cannot** be edited or submitted online **after the window closes.**
8. **If there are any problems with the Online Form**, click the **Contact Us** link and submit a **Help Request.**
   a) **Please allow up to 8 hours for a response! *Most responses will be in less than 4 hours.**
   b) Call Gary Baumgartner at 513-594-6154 or Terry Young at 740-517-0195 if you need immediate help.