

# 2022 CELINA MIDDLE SCHOOL INVITATIONAL

Thursday, September 29, 2022

Wright State University – Lake Campus  
Celina, Ohio

## Meet Schedule:

5:30 PM	Middle School Boys
6:00 PM	Middle School Girls



## Participating Schools:

- |                |             |
|----------------|-------------|
| • Celina       | • Parkway   |
| • Coldwater    | • St. Henry |
| • Ft. Loramie  | • St. Marys |
| • Ft. Recovery |             |

Entries will be done on Baumspage...DEADLINE is 10:00 PM on Saturday, September 24. Enter all athletes who may participate. It is more efficient for meet management if all names are in the computer beforehand—it is much easier to scratch an athlete on race day than to add one. If changes must be made after the deadline, please email then in ASAP.

If you have any questions, please contact me using the email below or call the Celina Athletic Office @ 419-586-8300 (extension 1500).

JASON ANDREW

[jason.andrew@celinaschools.org](mailto:jason.andrew@celinaschools.org)

*\*Baumspage instructions are on the next page.*

# 2022 Celina Middle School Invitational

Wright State University – Lake Campus

September 29, 2022 @ 5:30 PM

Entry Window will **OPEN** at 7:00 AM on Sunday, August 7<sup>th</sup>

Entry Window will **CLOSE** precisely at 10:00 PM on Saturday, September 24<sup>th</sup>

1. **Rosters must be submitted through Baumspage Online Entry System before the entry deadline.**
  - a. Late entries will NOT be accepted!
2. Please note any changes or updates on Baumspage from the previous year and be sure you have an active account in order to enter athletes.
3. Go to [www.baumspage.com](http://www.baumspage.com) and use the **Online Entries** or **Login** to access your account
  - a. Click the **Help** link and print **Online Entry Instructions for CC** if you need detailed instructions.
  - b. **If you did NOT have an account last year**, use **Apply** to create your account.
  - c. If you had an account last year, you can login using that email address and password.
4. Use **• Coaches • Select Teams** to claim your School and Team
  - a. Click Select School and select your school.
  - b. After the school is selected, click **Get Available School Teams**.
  - c. Click **Select Sport** and select your sport.
  - d. After the sport is selected, click **Make me the Coach**.
  - e. Repeat as necessary if coaching multiple teams/sports/genders.
5. Use **• Coaches • Cross Country • Modify Athletes** to enter your athletes on your alphabetic roster.
  - a. High school athletes from last season should have been advanced one grade level and retained. **However, please review your roster to add/delete athletes.**
  - b. You may enter athletes one at a time by filling in name and grade, then **Add Athlete**.
  - c. 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**.
6. Use **• Coaches • Cross Country • Submit Rosters** to enter them into a meet.
  - a. Click **Select your team** to select the level and gender, then click **Get Available Events**.
  - b. Select an event and click **Get Roster**.
  - c. The default entry form automatically includes everybody on your alphabetic roster!
    - If an athlete is definitely NOT going to participate in the meet, select **Not Participating** before you submit.
    - Do not delete the athlete from your roster if the athlete will participate in other meets.
  - d. Click **Submit Roster** to save entries and **Get Printable Roster** to print a copy for your records.
    - Please note: Only the athletes listed are entered in the event!
7. 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.

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**Create your account early and submit your roster online  
before the entry deadline!!!**