

MEMBERSHIP CHECKLIST

Complete the following very carefully. All forms MUST be completed and uploaded to the portal (District Level) 3 weeks prior to competing in your first HHSRA sanctioned event.

_____ **NHSRA Membership Application** completed and printed from the online portal. Both parents/guardians MUST sign the bottom of this form along with the contestant and uploaded to the members portal page. You will pay your National membership dues at this time. Make sure it is the 23-24 application. <https://nhsra.equestevent.com/>

_____ **National Minor's Release, Assumption of Risk and Indemnity Agreement** completed and printed from the online program. The natural Father and Mother or the Legal Guardian along with the contestant MUST sign this form. **This form needs to be Notarized (be sure notary lists contestant and both parents as being present when notarized).** Upload to the members portal page. <https://nhsra.equestevent.com/>

*** _____ **Certificate of Eligibility (on website).** Signed and current date by school officials. This is a requirement per rule book pg.31-32. Schools may be closed for the summer ---you can download this form prior to your first rodeo and turn in at your first rodeo. Your current grade report must be uploaded to your MMS portal no less than 15 days prior to first rodeo! Members must have made passing grades in at least 70% of classes taken or meet the minimum proficiency requirement of the state/province in which they are members. ("70% of classes" Member must have passing grades in at least 4 subjects, or if carrying less than four, passing grades in all subjects)

*** _____ **Current Report Cards—4th quarter reports cards** are required to be turned in with membership docs as well as first rodeo or up until 1st quarter report cards are distributed. Attach this document along with other documents with *** as one PDF and upload to the members portal page. It is a requirement that you upload your most recent official report card to your membership portal at the end of every Quarter. Homeschool, online, virtual schools have immediate access to grades/progress so this submittal should be the most current download. Members must have made passing grades in at least 70% of classes taken or meet the minimum proficiency requirement of the state/province in which they are members. ("70% of classes" Member must have passing grades in at least 4 subjects, or if carrying less than four, passing grades in all subjects)

*** _____ **Home School Verification Form (on website). If applicable.** This is a required form per rule book pg.31. Please follow instructions on the verification form. Homeschool program must be registered with the Hawaii State Department of Education. If it is not, you must attach verification of grade appropriate proficiency and test center name and address listed. This form must be uploaded to members portal page.

A child is required to attend either a public or private school while residing in the State of Hawaii. I know you may easily determine whether a school is listed in Hawaii as a public school or public charter school. Any private school in the state shall be registered with the Hawaii Association of Independent Schools (HAIS). Link to HAIS If a school is not listed on the HAIS website, it is not a private school in Hawaii. All other programs/schools either brick and mortar or online may be considered an Alternative Education Program or a homeschool situation. Parents who elect to educate their children at these programs/schools shall inform the HIDOE school in the service area where they reside with a completed Form 4140 or a letter of intent to homeschool. An online school may qualify (with the principal and complex area superintendent's approval) as an alternative education program as described in HAR Chapter 12. A parent may also choose homeschooling utilizing an online program as the primary means of instruction but **a Form 4140 or letter of intent to homeschool is still required.** *A parent may NOT disregard the completion and submission of the Form 4140 or letter of intent because they feel that their "online program is not the same as registration with a home school, and thus students are not "registered as compulsory education as that is only for home schoolers."*

*** _____ **Social Media Policy Form (on website).** This is a required form per rule book pg. 8 16. Please have each member and both parents/legal guardian sign and date. This form needs to be submitted to District secretary to sign and she will submit to State secretary along with membership forms.



MEMBERSHIP CHECKLIST

_____ **Member Responsibility-** Member will submit all forms to your online members portal page (refer to checklist) to District Secretary no less than 15 days prior to any HHSRA sanctioned event.

_____ **District Secretary Responsibility-** *Must submit to State Secretary no less than 10 days prior to sanctioned event date.* All forms must be complete and correctly filled or they will not be eligible to rodeo. Make sure all documents are correct and complete. Incomplete, incorrect, and late forms will deem member ineligible to compete until made right. Full payment (one check) must accompany Contestant Roster and forms listed payable to HHSRA-State and mailed to PO Box 6736 Kamuela, HI 96743.

District Secretary Responsibility- District Secretaries are required to confirm all documents are correctly and completely filled, signed and uploaded back to the MMS portal before submitting to State Secretary. Any incomplete, missing or incorrect form will deem member ineligible to rodeo until corrected and or completed AND must be submitted to State Secretary within the 10 day prior to rodeo period. This includes shooting contestants as well.

** Member will submit all dues to District Secretary which will include District and State dues.

District Secretary will remit full payment for their district members along with the following correctly completed documents:

- *NHSRA application & minors release form
- *most current report card
- *social media form
- *grade and conduct form
- *home school verification form if applicable along with State Form 4140

These documents are required to participate in any HHSRA/NHSRA sanctioned event. No one is an HHSRA member until ALL district dues have been paid and all State Dues are paid in full and in State secretary's hands by way of each District Secretary.

HHSRA STATE SECRETARY

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GUIDELINES FOR RENEWING MEMBERSHIPS/NEW MEMBERS

RENEWING MEMBERSHIPS:

If you are a renewing member and have any questions regarding renewing your membership, please be advised that there is a demo video on the login screen (see below). Please be advised that ALL Active, Returning, Renewing NHSRA members ALREADY have an account setup. PLEASE DO NOT CREATE A NEW ACCOUNT. [See below for reference on the login screen]

Returning NHSRA Member

To access your NHSRA account,
claim your profile & enter your bio
LOGIN HERE

[Watch the Renewal Process demo video.](#)

SIGN IN

[Forgot Password?](#) | [Forgot Username?](#)

New to NHSRA?

If you are a current or renewing NHSRA member, please login to your account.

[Do Not Create a New Account]

If you are a new member, start registration here: [New Member Signup](#) details. Registration for the 2024 Season is currently open. Registration is open for the following states:

- North Dakota - Junior High School
- North Dakota - High School
- South Dakota - High School
- Utah - High School
- Wisconsin - High School
- Wisconsin - Junior High School

- If a member does not know their username, they can click “**[Forgot Username?](#)**” to receive an email providing this information or they can contact you to obtain their username.
- If a member does not know their password, they can click “**[Forgot Password?](#)**” to receive an email with a link to reset their password.

- Please be advised that if a member clicks “**Forgot Username?**” and/or “**Forgot Password?**” and does not receive an email, it is probably because the email address on their profile is not current. If this is the case, you will have to edit their profile to correct their email address in order for them to receive the email with their username and/or password reset link.

NEW MEMBERS:

new member IF you have any questions regarding creating your membership account, please be advised that there is a demo video on the login screen (see below).

Become a New NHSRA Member Online:

1. www.NHSRA.com > click on member login (top right) takes you to the membership site

2. Fill in the fields under Becoming a New Member
[Remember to: **SAVE YOUR USERNAME**]

3. You will receive a confirmation email to the email address you provided (check your spam/junk)

4. Click the ‘Complete Registration’ button.

5. Complete your profile:

a) **Setup password** [note: Password must be a minimum of 7 characters long: 1 Uppercase, 1 lowercase, 1 number & 1 special character ie: #@?;!]

b) 2 Security questions

c) **Personal Info** [name, address, phone, email, DOB]

d) **Membership Info** [choose state & district (if applicable) member of; years in JH/HS rodeo; events]

Idaho HS members- select the DISTRICT you compete for in the State/ District/ Province drop down menu

Idaho JH members: select Idaho- Junior High School

*Once profile is complete, Click SAVE at bottom of page

6. Once all fields are filled in, system will generate a Membership Application Form → generated on last page. Print Membership Application Form & Minors Release Form.

7. Go to “Member Dashboard” to upload documents.

The image contains three screenshots of the NHSRA membership registration process:

- Top Screenshot:** Shows the 'Becoming a New Member?' registration form. A yellow box highlights the fields for Username, Password, Email, and Phone. A yellow arrow points from the text 'Remember to: SAVE YOUR USERNAME' to the Username field. A blue arrow points to the 'COMPLETE REGISTRATION' button.
- Middle Screenshot:** Shows the 'Membership Information' form. A blue arrow points to the 'DISTRICT' dropdown menu in the 'Membership Info' section.
- Bottom Screenshot:** Shows the 'You are almost done!' summary page. A blue arrow points to the 'PRINT MEMBERSHIP APPLICATION FORM' button.

GRADE AND CONDUCT CERTIFICATION

National and Hawai`i Junior High / High School Rodeo Association Academic Requirements:

Students must be in good standing, not ruled undesirable for misconduct at school. Member must have passing grades in four subjects, or if carrying less than four, passing all subjects, have made passing grades in at least 70% of the classes taken or meet the minimum proficiency requirement of the state/province in which they are members.

"I certify that _____ is s regularly enrolled student in the _____ grade at _____ Junior High / High School during the current academic school year.

I certify that the student listed above meets National High School Rodeo Association's GRADE AND CONDUCT qualifications as of _____."

Record current date above

Signed: X _____ Title: _____

(School Official- Principal, Superintendent, Athletic Director)

Attach Copy of most current grades from most recent prior finished term. Must be an Official Report Card.

If you have any questions or concerns; please contact:

DeeDee Keakealani-Bertelmann, HHSRA State Secretary

hhsra1hawaii@gmail.com or 808.936.9864

Home School Verification Form

Contestant Qualifications, page 30, Rule #1

In accordance with the NHSRA rulebook pertaining to contestant qualifications, students who attend a homeschool, private school, religious school or correspondence school are eligible for membership if the school is recognized and approved by the state/province board of education or National Board of Education in the state/province the member is applying for membership. The contestant would need to show proof that the school they are attending is accredited and that they have met the grade requirements.

If the school the student is attending is not accredited by the State or National Board of Education, the student shall demonstrate composite grade-level academic proficiency on any State Board or National Board of Education recognized achievement test or other mechanism as provided for in State or National Board of Education rules. A student shall be eligible if they achieve a minimum composite score or survey test score within the average or higher than average range as established by the test service utilized on any nationally normed test.

Please check one that applies:

____ My child(ren) is enrolled in a homeschool program that is registered with my State Department of Education.

School Name _____

Address _____

____ My child(ren) is enrolled in a homeschool program that is NOT registered with my State Department of Education. *Please attach verification of grade appropriate proficiency.*

Testing Center Name _____

Address _____

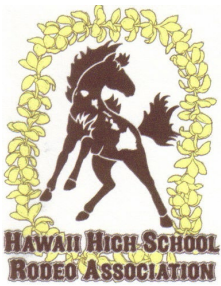
By signing this verification form, we the parents of _____, certify that our child meets these requirements to be eligible for high school/junior high rodeo. We also authorize the National Director or representative to contact the school/agency to ensure that the student is meeting proficiency requirements.

Parent's Signature

Date

Student Signature

Date



SOCIAL MEDIA POLICY

In accordance with 2022 – 2024 Rules, By-laws and Constitution, National High School Rodeo Association, Article II: Membership Associations – Membership; “NHSRA membership associations shall have the authority to require signature agreements to Social Media Policies for student and adult members, as a requirement of membership. The purpose of said policies is to protect the membership association and its official representatives from inaccurate, detrimental, threatening, harassing and derogatory information, as well as from creating unauthorized websites and social media accounts utilizing the association name, whether directly or indirectly.”

As a condition of membership in HHSRA (the “Hawai`i High School Rodeo Association”), the undersigned understand that the Hawai`i High School Rodeo Association requires student, parent and adult non-parent members to agree not to post on line any comments about the National High School Rodeo Association, the Hawai`i High School Rodeo Association, and/or its official representatives that are inaccurate, detrimental, threatening, harassing and/or derogatory, as well as to agree not to create unauthorized websites and social media accounts utilizing the Hawai`i High School Rodeo Association name, whether directly or indirectly.

We further understand that failure to abide by this agreement by either adult members, parent(s) or student member(s) will result in immediate revocation of all the undersigned’s adult and student memberships in the Hawai`i High School Rodeo Association, including any points awarded in the current **2023-2024 rodeo season**. This revocation of membership shall not, however, preclude the Hawai`i High School Rodeo Association from bringing a claim against an adult member, parent or a parent on behalf of their minor child(ren) who is a member(s), for appropriate damages caused by the actions of either the parent, adult non-parent or student. By signing below, the undersigned agree to this Social Media Policy.

x _____ (Hawai`i High School Rodeo Association **Student Member**),
x _____ (Hawai`i High School Rodeo Association **Board Member**),
x _____ (Hawai`i High School Rodeo Association **Parent**),
x _____ (Hawai`i High School Rodeo Association **Parent**).

x- are required signatures

The foregoing Social Media Policy agreement is hereby accepted:
Hawai`i High School Rodeo Association

By: _____ Date: _____
(National Director)