



Alumni Chaperone Online Application “Quick Start Guide”



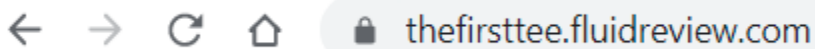
Thank you for your interest in being an Alumni Chaperone for one of our Participant Opportunities.

In this “Quick Start Guide” you will find step-by-step instructions on how to complete the online application process.

Please start by ensuring that you have reviewed the sample application below. After reviewing the application, please make sure you have all necessary information and documentation needed to complete the application online. Once you begin the online application process you WILL be able to save your application and complete it at another time; however, having all information and electronic copies of documentation in advance will help you complete your application in a timely manner.

When you have completed the steps above you will be ready to fill out your online application! Below is a step-by-step guide on how to complete this process. After reviewing, if you still have any questions, please reach out to Brandon Luna at bluna@thefirsttee.org.

Step 1: Enter the URL for the First Tee’s online application homepage into your browser’s address bar; it is thefirsttee.fluidreview.com. For optimal results, use Google Chrome or Mozilla Firefox as your web browser.



Step 2: Take a moment to review the information on the online application homepage (there are also links at the top of the page titled “Reference” and “Help” that provide access to reference documentation and “Frequently Asked Questions” for your convenience). Next, click the “Sign Up” button on the top right side of the page, under “Need an account?”. If you already have any account, please sign-in and proceed to **Step 5**.

The screenshot shows the 'Participant Opportunities Online Applications' page. At the top left is the First Tee logo. To its right is the page title 'Participant Opportunities Online Applications' and navigation links for 'Resources', 'Reference', and 'Help'. Below the title is a large image of a diverse group of people on a golf course, some celebrating. On the right side of the page is a sign-in/sign-up form. The form has a 'Sign In' heading, an 'Email' field with 'you@example.com', a 'Password' field with the placeholder 'Enter your password here...', and a 'Sign In' button next to a 'Forgot your password?' link. Below this is a 'Need An Account?' section with a 'Sign Up' button circled in red.

Step 3: Complete all required fields of the “Registration Form”. Please make sure that you remember your password! You can also choose to add a photo of yourself for your profile, but this is not required. When you are finished click the “Create Account” button at the bottom of the page.

First name Last name

Email

Create a password

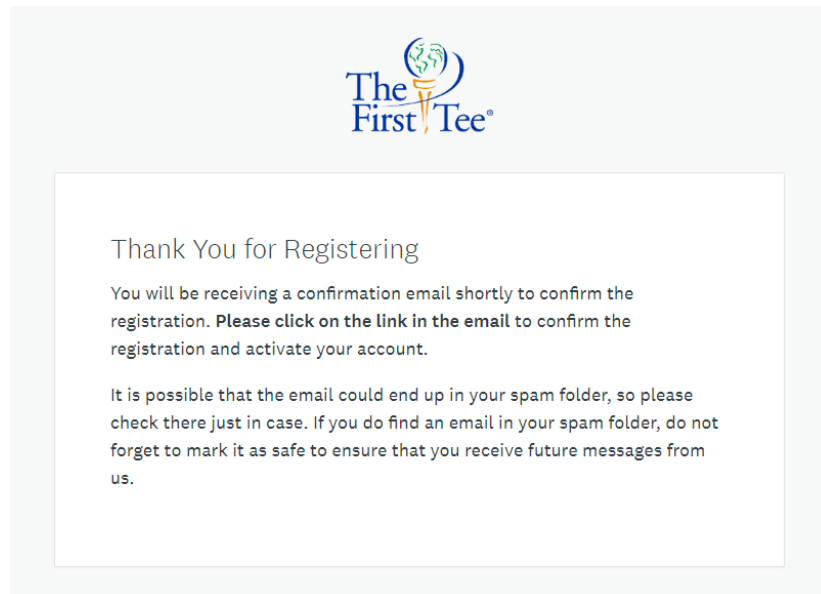
Confirm your password

Upload a Picture:

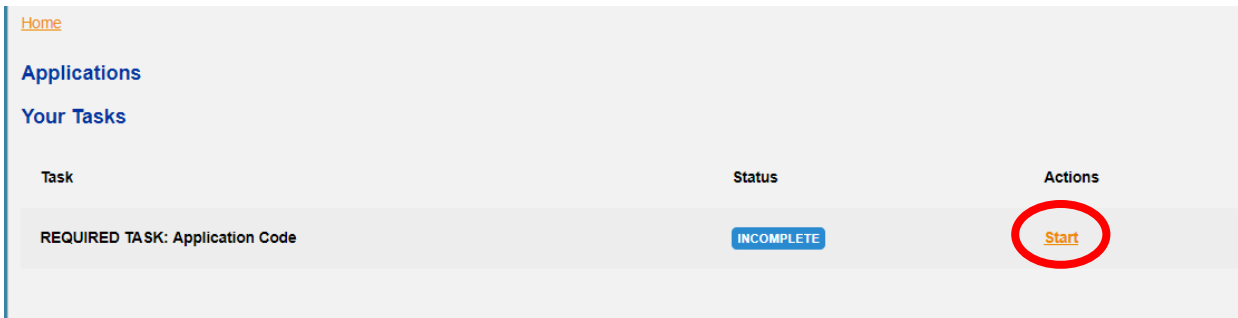
Time Zone:

By registering, you agree to receive email communications from us. You may unsubscribe at any time.

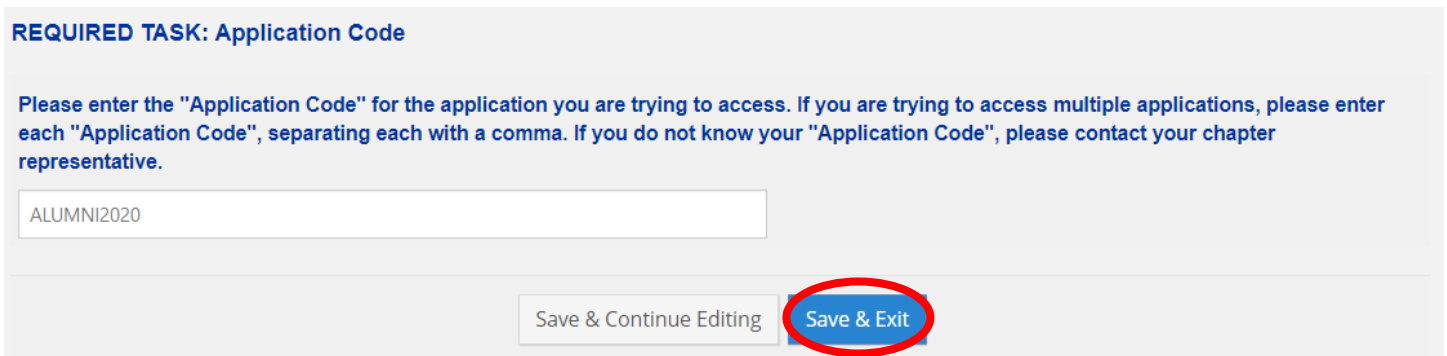
Step 4: Once you have submitted the “Registration Form” you will end up on a confirmation page. You will receive a confirmation e-mail at the e-mail address you used to register, from the First Tee/FluidReview and will need to click a link to confirm that you want to activate your account.



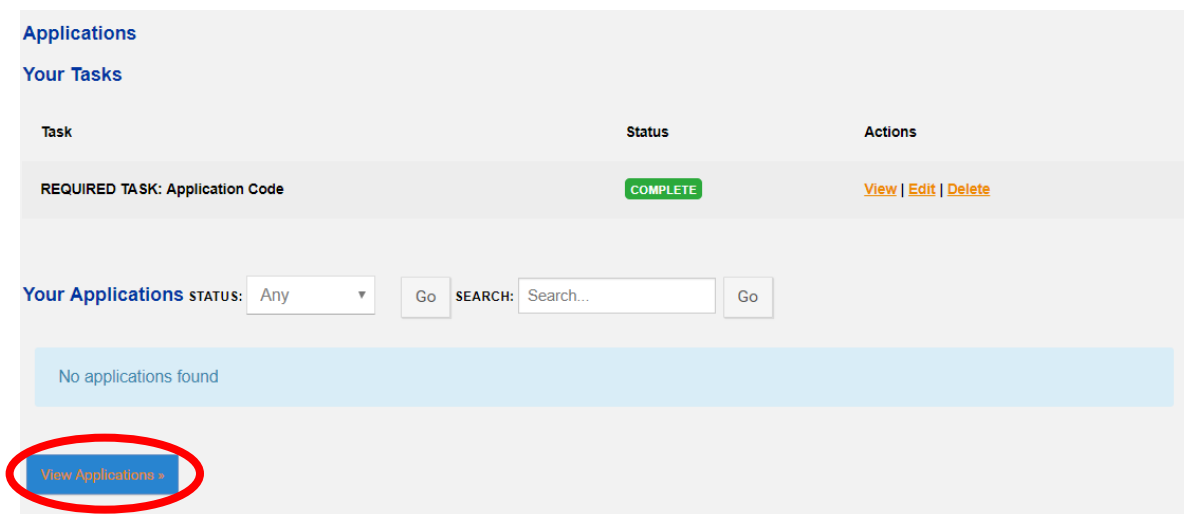
Step 5: After signing-in (or after clicking the activation link in your e-mail) you will be brought to the “Application Homepage”. Here you can access new applications, review completed applications and finish incomplete applications. Once you have your application code, click the “Start” button in the “Actions” column of your required task.



On the next page, enter the application code: **ALUMNI2020** in the required field. Type the code in EXACTLY as it is written here (the code needs to be written in all Caps). When you are finished, click the “Save & Exit” button and you will be brought back to the application homepage.



Step 6: On the application homepage you will see some new functions available after entering your application code. One is the section titled “Your Applications.” This is where you will find links to completed applications for review and incomplete applications to be finished. If you have not yet filled out an application for this year, this section will be empty. At the bottom of the screen you will see the “View Applications” button. Click this button to access and begin filling out your online application.



Step 7: You should now be viewing the “Applications” page. On this page you will see the 2020 Alumni Chaperone Application. To view information about that particular event, click on the event name in the application column. To begin filling out your application click on the “Apply Now” button.

Application	Description	Category	Deadline	Actions
<input type="checkbox"/> 2020 Alumni Chaperone Application	Application for 2020 Alumni Chaperones	Application (Internal)	OPEN 02/10/2020 CLOSED 04/20/2020	Apply now >

Step 8: Complete your application by completing all pre-requisite steps. Once you are finished click the “Submit” button at the bottom of the page to submit your application. If you do not finish your application you can complete it at a later date. After your application has been submitted and the deadline for submission has passed, applications will be judged and selected chaperones will be contacted.

ALUMNI CHAPERONE APPLICATION

Full Name:

Age (as of event date):

Name of university or college currently attending (if applicable):

Major or area of concentration (if applicable):

Current employer (if applicable):

Role at employer (if applicable):

Cell Phone #:

Mailing address:

City:

State:

Zip:

Email Address:

First Tee Chapter:

Please list any allergy information (Food, drugs, stings, pollens, etc.)? If none, type N/A:

Shirt size:

Event (mark an "x" to the events you are interested in attending as a chaperone; can select multiple events):

John Deere Drive Your Future Academy (Female's only) (June 7-12, 2020)

First Tee National Championship (June 20-26, 2020)

Perfect Sense Unified Challenge (June 21-26, 2020)

Potential New Event (July 5-10, 2020)

Life Skills & Leadership Academy (July 14-21, 2020)

Are you registered for the First Tee Alumni Network? Yes / No

Are you a current or a former college golfer?

Please describe any involvement you've had with The First Tee (as a participant and now as an alumni):

Please describe any experience you've had working with young people:

If interested in chaperoning the National Championship, please describe what exposure you have had to competitive tournament golf. Please be as detailed as possible. (If not interested in chaperoning the National Championship, please write N/A):

Do you have any experience with photography or videography? If so, do you have your own equipment, and would you be able to bring it with you to the event?

Please list any special trainings, certifications, or leadership experiences that would be beneficial on-site as a chaperone (i.e. CPR, First Aid, Student Council, Committee Chair, etc....):

Why do you think you would be a good The First Tee Chaperone?