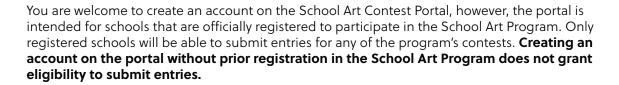
SCHOOL ART PROGRAM

Contest Portal Online Account Creation Process



Notes on the Contest Portal:

- 1. The School Art Committee will utilize this portal to communicate with the District Representatives/Teachers about their entries, as well as to provide general updates and information throughout the year.
- 2. To ensure all communications are received, we recommend that the District Representative/Teacher utilizes an email address that is accessible year-round, including during school breaks.
- 3. Additionally, we require the District Representative/Teacher be the sole registrant and submitter. This will enable you to effectively manage all entries, monitor entry statuses, etc.

School Art Contest Portal Account Creation

- 1. Navigate to the new Contest Portal by visiting https://hlsrschoolartprogram.awardsplatform.com/
- 2. To begin creating an account, enter your email address and select continue
 - We suggest using an email address that you are able to access when school is not in session so you can receive communication and updates from the School Art Program
- 3. A 6-digit security verification code will be sent to the email address you entered
- 4. Enter that verification code where prompted in the contest portal
- 5. Complete the registration form for your account by entering your First Name, Last Name, create a Password, and check that you have read and agree to the policies and to receive notifications for HLSR
- 6. Then select "Complete Registration"
- 7. Now you're ready to start submitting your entries!
- 8. Please contact SchoolArt.AwardForce@gmail.com if you have any issues.