

Registration for the ETSC 2024

Thank you for your interest in participating in the European Transplant Games in Lisbon. The European Transplant Sport Championships (ETSC) is a joint event brought together by the European Transplant and Dialysis Sports Federation (ETDSF) and the European Heart and Lung Transplant Federation (EHLTF) in co-operation with the Grupo Desportivo de Transplantados Portugal.

Here are some key points to note when registering to ETSC 2024.

GENERAL INFO (First page of the registration system)

1. Selecting the correct **Event Category** (competition)

- a. One of the most important and the first things to select is the Event Category which defines participants sport event selection and who to compete against.
 - i. The **Heart and Lung Transplant event** category is only for heart and/or lung transplant recipients. There will be separate competition category and medalling in high intensity sports like Swimming, Cycling, Athletics, Racquet Sports - Badminton, Table Tennis and Tennis (singles) and the 5 km mini-marathon. Athletes registered for Heart and Lung Transplant event category will, in above events, compete only against other heart and lung transplant recipients.
 - ii. The **Dialysis event** category is only for persons on dialysis treatment. There will be separate competition category and medalling in high intensity sports like Swimming, Cycling, Athletics, Racquet Sports - Badminton, Table Tennis and Tennis (singles) and the 5 km mini-marathon. Athletes registered for Dialysis event category will, in above events, compete only against other people on dialysis.
 - iii. The **Open Transplant event** category is for all transplant recipient and people on dialysis treatment. All athletes will compete in the same category in all sports.
 - iv. The **Donor Competitors** event is only for Donor Athletes and they will compete in their own category in 5km Mini-Marathon and selected events in Track&Field.
 - v. **Supporters**, other accompanying persons must choose **Non-Competitor (supporter)** event category
 - vi. In the skill based sports and team events i.e. Bowling, Darts, Pétanque, Golf, Racquet Sports (doubles and mixed doubles), running and swimming relays, Volleyball and Basketball all transplant and dialysis athletes will compete together for the same medals.
 - vii. Heart and Lung transplant recipients and people on Dialysis can choose to participate in Open Transplant category but they will compete with all transplant recipients and people on dialysis in all sports events and will not be medalled separately in any sport.
 - viii. An athlete can only choose to participate in only one event category and must stay in that category for the whole Championship event.

The screenshot shows a web form titled "Event Category". It features two dropdown menus: "Competition *" and "Competitor Type *". The "Competition *" dropdown is open, showing a list of options: "Heart and Lung Transplant Event", "Dialysis Event", "Open Transplant Event", "Donor Competitor", and "Non-Competitor (Supporter)". The "Competitor Type *" dropdown is currently empty. Below these dropdowns, there is a text input field labeled "in Country".

2. Country

- a. Select the country that you represent in the Championships. All European countries are listed in the selection.
- b. Athlete can only represent one country and must have the nationality/citizenship of the country he/she represents.
- c. Those representing a Non-European country select *Non-European* and then input their country name, in English, to the *Non-European Country* – text field next to Country selection.



The screenshot shows a registration form with two main sections. On the left, there is a dropdown menu labeled 'Country *'. The menu is open, showing a list of countries: 'Non-European', 'Albania', 'Andorra', 'Armenia', 'Austria', and 'Azerbaijan'. The 'Non-European' option is currently selected and highlighted in blue. To the right of the dropdown menu is a text input field labeled 'Non-European Country'. Below the dropdown menu, there are two more text input fields, one for 'Albania' and one for 'Azerbaijan', which are currently empty.

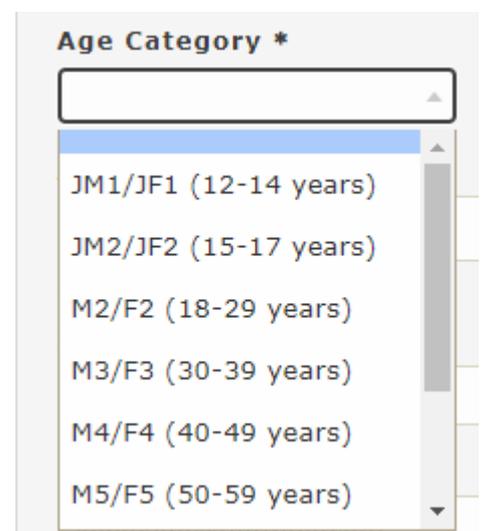
3. Photo upload

- a. All participants must provide a passport style photograph of themselves during the registration process.
- b. The photo must be
 - i. taken in good lighting conditions
 - ii. taken against a uniform white or light coloured background
 - iii. less than 1MB in file size
- c. Photo can be uploaded afterwards but the registration process will not be finalized without a valid photo
- d. Best result is achieved when photo ratio is 1:1 (800x800px or similar)



4. Age Category

- a. Athlete must select the Age Category. Age Category is calculated by the actual age on the opening day of the Championships (July 21st of 2024).
 - i. examples
 1. Athlete who was born on May 18th 1984 has already had 40th birthday and will compete in M4/F4 (40-49 years) category
 2. Athlete who was born on July 27th 1984 has not had the 40th birthday before the opening day of the Championships and will compete in M3/F3 (30-39 years) category
- b. JM2/JF2 (15-17 years) Junior Competitors are allowed to compete in adult M1/F1 (18-29 years) category but must remain in that category for the complete duration of the competition event.



The screenshot shows a dropdown menu labeled 'Age Category *'. The menu is open, showing a list of age categories: 'JM1/JF1 (12-14 years)', 'JM2/JF2 (15-17 years)', 'M2/F2 (18-29 years)', 'M3/F3 (30-39 years)', 'M4/F4 (40-49 years)', and 'M5/F5 (50-59 years)'. The 'JM2/JF2 (15-17 years)' option is currently selected and highlighted in blue.

SPORTS

7. Selecting Sports

- a. There are some rules that affect what sports can be selected
 - i. Athletes will be allowed to enter a total of five events, in addition to the swimming and track relay events and volleyball.
 - ii. Athletes cannot register for two different sports that take place on the same date.
 - iii. All doubles partnerships, teams and relays must consist of members from one nation only.
- b. **NOTE** that the registration system is not able to keep track of the number of selected sports so athletes are responsible for selecting only the allowed amount of sports/disciplines. If athlete selects more than the allowed number of sports/disciplines then only the first events (+relays and volleyball) are accepted.
- c. Examples for sport selections
 - iv. Athlete might select all the 5 events from one sport type
 - 1. swimming 50m freestyle
 - 2. swimming 100m Freestyle
 - 3. swimming 50m breaststroke
 - 4. swimming 100m breaststroke
 - 5. swimming 50m backstroke
 - 6. swimming 4 x 50m freestyle relay
 - v. Athlete might select all 5 events from different sports types
 - 1. darts triples
 - 2. bowling doubles
 - 3. bowling mixed doubles
 - 4. table tennis doubles
 - 5. track&field 200m run
 - 6. volleyball
 - 7. Track&Field 4x100m relay
- d. How to select sports
 - vi. Selecting a sport requires first selecting the day that the sport is held and then selecting the sport itself.

Sports	Teemu Lakkasuo
Sports - Monday, 22 July 2024 <i>(stock: 999)</i>	<input checked="" type="checkbox"/>
▶ Badminton - Single <i>(stock: 1000)</i>	<input type="checkbox"/>
▶ Bowling - Single <i>(stock: 1000)</i>	<input type="checkbox"/>
▶ Darts <i>(stock: 999)</i>	<input checked="" type="checkbox"/>
▶ Darts - Single <i>(stock: 999)</i>	<input type="checkbox"/>
▶ Darts - Triple <i>(stock: 1000)</i> <i>Below write the name of your team member(s):</i>	<input type="checkbox"/>
▶ Mini Marathon <i>(stock: 1000)</i> <i>Each country that has three or more same sex athletes participating Mini-Marathon will automatically participate the Mini-Marathon Team event.</i>	<input type="checkbox"/>

PACKAGES ETSC

8. Selecting a Full Package (7 nights)

- a. **NOTE** This page is only for those who want to book the full 7 nights package with or without accommodation.
- b. If you select Full Package, do not select Gala Dinner – it is included in the Full Package. The Gala Dinner here is for those who want to buy extra Gala Dinner ticket or want to buy Day Packages.
- c. Events
 - vii. These are social events that are free of charge.
 - viii. First select Events and then select the social event you wish to participate – the Opening Ceremony (Sunday 21st July) or Circle of Life (date will be given later)

Packages ETSC	Teemu Lakkasuo
Gala Dinner (stock: 600) <i>Only for participants choosing Daily Packages. This cost is included on the Full Packages.</i>	<input type="checkbox"/> 80,00 €
Events (stock: 1000)	<input checked="" type="checkbox"/>
▶ Opening Ceremony (stock: 1000)	<input checked="" type="checkbox"/>
▶ Circle of Life (stock: 1000) <i>Social event in honour of the donor.</i>	<input type="checkbox"/>

d. ETSC 2024 – Full Package

- ix. This section lets you choose the accommodation level included in the Full Package or select the Full Package without accommodation
- x. First select ETSC 2024 - Full Package and then select the package you want.

ETSC 2024 - Full Package	<input checked="" type="checkbox"/>	
▶ Youth Hostel (Twin Occupancy)	<input type="checkbox"/>	785,00 €
▶ University (Double Occupancy)	<input checked="" type="checkbox"/>	785,00 € 785,00 €
▶ University (Single Occupancy)	<input type="checkbox"/>	905,00 €
▶ Hotel 3* (Twin Occupancy)	<input type="checkbox"/>	995,00 €
▶ Hotel 3* (Single Occupancy)	<input type="checkbox"/>	1 345,00 €
▶ Hotel 4* (Twin Occupancy)	<input type="checkbox"/>	1 100,00 €
▶ Hotel 4* (Single Occupancy)	<input type="checkbox"/>	1 485,00 €
ETSC 2024 - Non Accommodation Package	<input type="checkbox"/>	545,00 €
ETSC 2024 - Junior Package	<input type="checkbox"/>	
▶ Hotel 3*	<input type="checkbox"/>	498,00 €
▶ Hotel 4*	<input type="checkbox"/>	550,00 €

PARTIAL 785,00 EUR

ACCOMMODATION

9. Selecting day packages

- NOTE** This page is only for those who want to book the individual Day Packages with or without accommodation.
- First select you check-in and check-out days and the system will indicate the number of nights

Reservation Name	<input type="text" value="Teemu Lakkasuo"/>	Check-in	<input type="text" value="2024-07-21"/>	Check-out	<input type="text" value="2024-07-23"/>
					x 2 night(s)

- After selecting check-in and check-out days you can select the level of accommodation you want or a day package without accommodation.

Youth Residence		
Twin Occupancy <i>price per night, per person</i>	<input type="checkbox"/>	155,00 €
University Residence		
Double Occupancy <i>price per night, per person</i>	<input type="checkbox"/>	155,00 €
Single Occupancy <i>price per night, per person</i>	<input checked="" type="checkbox"/>	180,00 €
Hotel 3*		
Twin Occupancy <i>price per night, per person</i>	<input type="checkbox"/>	200,00 €
Single Occupancy <i>price per night, per person</i>	<input type="checkbox"/>	250,00 €
Hotel 4*		
Twin Occupancy <i>price per night, per person</i>	<input type="checkbox"/>	220,00 €
Single Occupancy <i>price per night, per person</i>	<input type="checkbox"/>	275,00 €
No Accommodation		
No Accommodation Fee <i>price per night, per person</i>	<input type="checkbox"/>	110,00 €
Partial 360,00 EUR		

- Athletes booking day packages need to indicate in *Special Remarks* which days of their reservation they plan to compete. The price shown in the registration system may not be correct and is adjusted by LOC after registration is completed.

Special remarks
<input type="text"/>

PAYMENT

- a. This page shows you the summary of your selection. You can either go back to change your general information, selected sports and package type by clicking back to Accommodation or finish your registration by clicking FINISH REGISTRATION.
- b. You will receive an email about your registration and your Team Manager will be notified.
- c. **NOTE** All communications to Local Organising Committee concerning your registration (sports, accommodation etc.) should go through your Team Manager.

EDITING REGISTRATION

10. Editing your registration

- a) After completing your registration you will receive an email within an hour or so. If you do not receive the email, please check your Spam -folder on your email application.
- b) Registration confirmation email includes a calendar invitation to the event and most email applications can transfer or store that invitation to your personal calendar.
- c) The email contains all the information that you have given during the registration process.
- d) You can access and edit your registration by scrolling down on the email and clicking the "Click here to access your personal area" link on the Access Data section.

ACCESS DATA

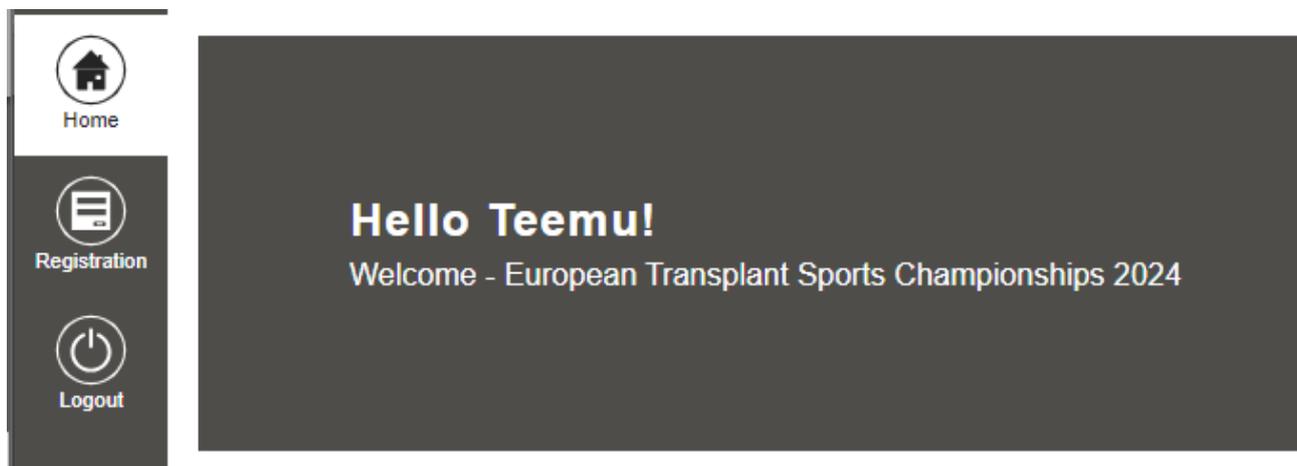
To modify your registration or add new services / payments please use the login details below

Email teemu.lakkasuo@paralympia.fi

Password

[Click here to access your personal area](#)

- e) You will need to input your email address and your personal password to the login page. Password can be found on the email underneath the email address you used to register on the Access Data section.
- f) After logging in you will see the registration system backend view and by selecting Registration on top left you can see your data.



- g) You can upload or change your photo by clicking the "change photo" link under the photo circle and then selecting a photo from your computer or phone.



Teemu

change photo

- h) To change you General Information or Sport selection you must click “Registration” on top left corner.
- i) Click “Change” button on “Personal Data” section to edit you personal data.



- j) After making changes you must click “Save” to end editing and to save your personal data.



- k) Click “Change” button on “Sports” section to edit you sport selection.



- l) After making changes you must click “Save” to end editing and to save your sport selection.



- m) After making all your changes click “Logout” on the top left corner.

PAYMENT

11. Making a payment directly to LOC (if this has been chosen as a payment method for your team)

- a. After you have made your registration, your Team Manager needs to confirm that you are part of the Team. LOC will send your Team Manager a confirmation email. After your Team Manager has confirmed your registration the LOC will start the payment process and you will receive an email containing the payment link.

O-Sports has issued a new payment request for you.

Your total amount due is 1 345,00 EUR.

Select the button below to make your payment now.

[Make a payment](#)

Thank You,
O-Sports

- b. Click “Make a payment” when you are ready to make the payment and the process will start on your internet browser.

- c. Depending on your registration date your payment might be divided into two installments. If your payment has the option of paying in two installments you can choose to pay either the first installment or both installments at once. If you are paying everything at once you have to follow the due date of the first installment.
- d. **NOTE** if you choose to pay in two installments you have to follow both of the due dates.
- e. Click the installments you want to pay and proceed forwards by clicking “Pay select” button (visible only after choosing an installment)

You have 2 remaining installments of your payment to O-Sports with a total of € 1,345.00

<input type="checkbox"/>	#	DUE DATE	INITIAL AMOUNT	STATUS	AMOUNT TO PAY
<input type="checkbox"/>	1	04/05/2024	€ 672.50	● Unpaid	€ 672.50
<input type="checkbox"/>	2	06/14/2024	€ 672.50	● Unpaid	€ 672.50

- f. A new window will appear after clicking “Pay select” and you need to provide the requested personal information.
- g. Before “Continue” button comes active you have to remember to select the tick box above it.



O-Sports will receive
672,50 €

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Please provide additional information

! Please fill in the details of the person whose card/bank account will be used to pay

Email *	teemu.lakkasuo@paralympic	First name *	Teemu
Middle name		Last name *	Lakkasuo
Address *			
City *		State / Province / Region	
Zip code / Postal Code		Country *	Finland

Please agree to our terms and conditions before continuing

I have read, understand, and agree to the Flywire [Terms of Use](#) and [Privacy Policy](#).

Continue →

- h. Choose the payment option you prefer and click “Continue”



O-Sports will receive
672,50 €

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Select payment method

Debit/Credit in EUR

672,50 €

Supported cards: 

American Express in EUR

672,50 €

Supported cards: 

⊕ Show additional currency options

→

- i. Give your card information and click “Pay”. Depending on your card provider there might be additional security features that you need to confirm.

O-Sports will receive
672,50 €

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Selected payment method

Debit/Credit in EUR
672,50 €
Supported cards: VISA

Cardholder's first name

Cardholder's family name

Card number

Expiry date (MM/YY) CVV

Pay

This charge will appear on your credit card statement as "Flywire"

- j. You will see a payment confirmation after your payment has been processed.
- k. Please contact you Team Manager if you have any questions or you have trouble making the payment.

ALL INQUIRIES TO LOCAL ORGANISING COMMITTEE SHOULD GO THROUGH YOUR TEAM MANAGER!!!