



## JUNIPERO SERRA INVITES YOU TO THE 41<sup>ST</sup> ANNUAL CRYSTAL SPRINGS INVITATIONAL

August 28, 2015

Dear Cross Country Coach,

Junipero Serra High School would like to invite your team(s) to participate in the 41<sup>st</sup> annual Crystal Springs Cross Country Invitational to be held on Saturday, October 10<sup>th</sup>, 2015. The race will be held, once again, at the Crystal Springs International Cross Country course in Belmont, California.

Our entry procedures are the same as last year. Please read the detailed entry instructions attached with this letter. We will use **Direct Athletics** to register entrants this year. Their website is **www.directathletics.com**. You must enter all your eligible athletes on this website under the **Junipero Serra Crystal Springs Invitational** event. Coaches who do not enter their athletes correctly will not be allowed to compete. **RACE DAY ENTRIES NOT ALLOWED.**

The meet is sanctioned by the Central Coast Section for all schools in California. The Crystal Springs Course is 2.95 miles of rolling hills, all run on trails. The layout of the course is excellent for both runners and spectators. Chemical toilets and drinking fountains are available at the course. A full snack bar will be in operation as in past years. We will again be selling the traditional, long-sleeved, Crystal Springs Invitational T-shirts. There are no dressing rooms, so have athletes arrive ready to compete.

**Please respect the private property in the area.** Do not go on to people's property to get water or for any other reason. **Please do not block people's driveways. Coaches are requested to review the enclosed course rules with their athletes and bus drivers.**

<b>TIME SCHEDULE FOR RACES</b>
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9:00 am	Boys Junior Varsity
9:30 am	Boys Varsity
10:00 am	Boys Championship Varsity
10:30 am	Girls Varsity
11:00 am	Boys Sophomore
11:30 am	Girls Junior Varsity
12:00 pm	Boys Freshman
12:30 pm	Girls Frosh/Soph

<b>ALTERNATE SCHEDULE (BASED ON TOTAL # OF ENTRIES)</b>
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9:00am	Boys Junior Varsity - Blue
9:30am	Boys Junior Varsity – Gold
10:00am	Girls Varsity – Blue
10:30am	Girls Varsity - Gold
11:00am	Boys Varsity
11:30am	Girls Junior Varsity
12:00am	Boys Championship Varsity
12:30pm	Boys Sophomore
1:00pm	Girls Frosh/Soph
1:30pm	Boys Freshman

*(IF NEEDED GIRLS RACES WILL BE SPLIT AS WELL)*

*Final decision will be based on the number of entries and posted prior to race day.*

Coaches should have their athletes at the starting line at least five minutes before race time to receive instructions. Traditionally, we have used a public address system to announce races. Regardless, athletes are responsible to be on time for their race.

### **AWARDS**

A commemorative plaque will be awarded to the Top 2 Teams in each race and medals to the TOP 7 on each team. Medals will be given to the TOP 20 in each race not on a 1<sup>st</sup> or 2<sup>nd</sup> place team.

## ENTRY FEES

15.00 – Individual  
\$ 75.00 – Per Team  
\$ 300.00 – Maximum Fee

## SCORING

Standard Cross Country scoring will be used. Athletes will be assigned bib numbers and are requested to remove their tags at the conclusion of their race. Our computer will score each race and official results will be posted soon after. All athletes must be registered in order to participate. Absolutely no “unofficial” entries are permitted. Runners without bib numbers are not allowed to race.

## ENTRIES

Enter all athletes on the Direct Athletics website under the Crystal Springs Invitational site. Be sure to spell names correctly, plus provide their year in school. The Runscore program will score the individuals in the race they run. Top seven from each team are scored. The first five individuals score, the next two displace. All VARSITY races are limited to seven individuals. All other races have unlimited entries. Please be mindful that entry fees are based on seven person teams. Numbers beyond seven individuals within a race must pay an additional cost of \$15/person. **Additionally, please do not enter athletes who will not compete.** This year we will BE LIMITING ENTRIES to the first **2500** athletes entered. By editing your entries the process of splitting the races will be easier to determine, and allow more teams to be able to compete.

**NO ENTRY CHANGES WILL BE MADE ON RACE DAY!** If you have an athlete that you want to run Varsity, but entered in the Junior Varsity race, simply run the athlete in the Varsity race because he/she is already in the database. If you have an athlete that is not entered in any race, but would like to run him/her IN PLACE OF an athlete who is entered, simply have the athlete wear the race number of the person he is replacing. Coaches will have to remember that the originally entered runner was replaced.



**INQUIRIES:**

**Ron DiMaggio, Jr. Head Coach**

rdimaggio@serrahs.com

(650) 345-2407, ext. 555

**ENTRY DEADLINE:**

**Saturday, OCTOBER 3<sup>th</sup>, 2013 at 5pm. Or when we reach 2500 entries!**

**No race day entries.**

**DIRECT ATHLETICS REGISTRATION INSTRUCTIONS ATTACHED**

Please see the attached instructions for details on the registration process.

We look forward to seeing you on **October 10, 2015** at Crystal Springs in Belmont, CA.

Sincerely,

Ron DiMaggio





## How to Submit your Roster Online—Cross Country

**\*\*\*NOTE:** After all of your athletes have been added to your online roster (Step 2), you must submit your roster to the meet by clicking the green “Register” link. (Step 3 below) Your roster is not submitted until you complete Step 3.\*\*\*

### **STEP 1—Access your DirectAthletics Account**

*Each coach must have a DirectAthletics username and password for his/her school. If you don't know your username and password, you will be able to create one or retrieve your existing account by following the instructions below.*

<b>If you already have a DirectAthletics account for your Cross Country team, and know your username and password....</b>	<b>If you do NOT know your username and password....</b>
1) Go to <a href="http://www.directathletics.com">www.directathletics.com</a> 2) In the login box, enter your username and password and click Login.  (Remember that your password is case-sensitive)	1) Go to <a href="http://www.directathletics.com">www.directathletics.com</a> 2) Click on the link “New User? Click HERE”. 3) Follow onscreen instructions. You will be able to create an account online or retrieve forgotten information for an existing account. 4) Make sure you create a HIGH SCHOOL team

**NOTE ABOUT ACCOUNTS:** Most coach accounts control a school's Men's AND Women's team. You control only one gender at time, so you will complete the below steps for your Men, and then switch to your Women's team and repeat the process (or vice versa). The team you are controlling is listed on the blue navigation bar across the top of your account, for example:

**Sport:** Cross Country

**Team:** Trinity College School (M)

This indicates that you are controlling the Trinity College School MEN'S team (M=MEN). To switch to your Women's team, you would select “Trinity College School (W)”.

### **STEP 2—Edit/Set up Your Online Roster**

*Before entering an athlete into a meet, you must add all attending athletes to your roster. If an athlete is already on your roster (from previous seasons) you do not need to add him/her again. Most schools will just need to add new athletes and delete athletes no longer on the roster.*

- 1) Upon logging in, click the TEAM tab.
- 2) If you have used DirectAthletics before, you will see last year's roster. School years have automatically been moved forward one year. You can click “Import Track Roster” which is listed on the left. You will be able to add athletes from your Track roster to your Cross Country roster. If you do not see this link or you are new to DirectAthletics, skip this step.
- 3) Click the green “Add Athletes” link under the Team Roster header. Select an approximate number of athletes you would like to add (you can add more at any time).

- 4) Enter your athletes First Name, Last Name and School Year and click "Submit"
- 5) You may add, edit or delete athletes on your Team Roster at anytime by click the TEAM tab.

### **STEP 3--Submit Your Roster**

*Once your athletes are added to your roster, you must submit your roster to the meet.*

- 1) In the HOME tab (under Upcoming Meets) or in the SCHEDULE tab, click the green Register button next to the meet you wish to enter.
- 2) Check off the box for each athlete you wish to enter. You can check the "All" box to select (or un-select) your entire roster. Click "Submit". You MUST click "Submit" to submit your entries.

**\*\*Submit all competing athletes, regardless of which race they are running. You do not need to declare events online.\*\***

- 3) You will see your current, submitted entries on the "View Entries" page. At any time before the entry deadline, you may edit your entries by clicking the "Edit Entries" link.
- 4) For entry confirmation, simply print the "View Entries" page or click the Email Confirmation link at the top of the "View Entries" page. An Email Confirmation will be sent to the email address in your account.



**Crystal Springs**  
**2.95 mile**



