



## 2024-25 SDHSRA Membership Application Instructions September 1<sup>st</sup> - November 1<sup>st</sup>, 2024



- I. Go to the NHSRA Membership Portal: <https://nhsra.equestevent.com/>
  - A. If you have EVER been a member of the SDHSRA or the SDJHSRA, use the “Returning NHSRA Member” Login.. **DO NOT CREATE A NEW ACCOUNT**
  - B. If you cannot remember your login info, contact Penny Schlagel, the SDHSRA Secretary at [sdhsrasecretary@gmail.com](mailto:sdhsrasecretary@gmail.com). I can get your login and email so you can reset your password.
  - C. NOTE: YOU WILL BE APPLYING FOR THE **2024 SEASON**
  
- II. Review all of your contact and school information.
  - A. Please choose an **E-MAIL ADDRESS THAT IS CHECKED REGULARLY**
  - B. Include both an Address (may be a PO Box) and a Shipping Address (Typically where you’d get a FedEx or UPS package delivered.)
  
- III. MEMBERSHIP FEES can only be paid online through the NHSRA Membership Portal.
  
- IV. Once fees are paid, you will be directed to download and print:
  - A. 2024 NHSRA Membership Application
  - B. 2024 Minor Waiver
    1. These need to be SIGNED and the Waiver NOTARIZED
      - a. **Both parents must sign these forms**
        - i. If one parent is not involved in parenting, please check the appropriate box:
          - Div/FC – parents are divorced on only ONE parent has custody.
          - Sole Cust – SINGLE parent with no contact from other parent
          - Deceased – one parent is deceased.
        - ii. If both parents are unable to sign and have signatures notarized at the same time, PRINT TWO COPIES & have them signed/notarized separately. Upload them BOTH.
        - iii. **Make sure NOTARY lists the names of all signatures witnessed on the line between their stamp and signature.**
  
- V. Complete the 2024 – 25 **SDHSRA Membership Form**
  - A. [sdhsra.com](http://sdhsra.com) > Forms > Application Forms
  - B. Download form. Fill out form. Print.
  - C. **SIGNATURES:**
    1. MEMBER needs to sign
    2. Superintendent/Principal/Other Official from Attending School
  
- VI. Upload THREE forms to NHSRA Membership Portal (FOUR if homeschooling or had parents sign duplicate forms)
  - A. NHSRA Membership Form – Signed
  - B. NHSRA Minor Waiver – Signed and Notarized

- C. SDHSRA Membership Form – Signed by Member and School Official
- D. Alternative Instruction Notification (Home Schooling)  
<https://doe.sd.gov/oatq/homeschooling.aspx>
  - 1. Got to <https://nhsra.equestevent.com/> and log in to your account
  - 2. Click on “Member Documents”
  - 3. NAME your upload – don’t just use Pic 1 or Document 1 etc. Tell me what it is.
  - 4. Choose a Category from the dropdown menu.
  - 5. Chose a file from your device to upload.
    - a. Only upload ONE document at a time.
    - b. Upload all 3 (or 4 if homeschooling/duplicates of forms) documents this way.

VII. Membership Fees

- A. September 1<sup>st</sup>, 2024 – November 1<sup>st</sup>, 2024 - \$184.67
- B. November 2<sup>nd</sup>, 2024 – January 1<sup>st</sup>, 2025 - \$309.67 (\$125 late fee)
- C. January 2<sup>nd</sup>, 2024 – February 15<sup>th</sup>, 2025 - \$434.67 (\$250 late fee)
- D. Late fees payable only to SDHSRA via Venmo or PayPal
  - 1. HS Rodeo Venmo is @SDHSRodeo
  - 2. PayPal is payment@sdhsra.com

VIII. Return to sdhsra.com > Forms > Application Forms

- A. Scroll down to the Membership Packet information.
  - 1. Please print or save and review this information.
  - 2. **NOTE: NEW Rulebooks will be printed for 2025.**
    - a. These WILL NOT be mailed out to contestants unless they request one, but feel free to request one. I’ll gladly drop one in the mail for you.
    - b. The 2025-2027 Rulebook can be found online at <https://nhsra.com/rulebook/> once it is released.
    - c. All school advisors & SDHSRA Directors will be sent rulebooks.

IX. Your membership will have to be processed by both the SDHSRA and the NHSRA.

- A. Watch your email for status updates and changes that may be necessary to process your application.
- B. Once approved by the SDHSRA – you will be listed on the website under Membership>Current Membership

X. Calendar Sales Requirement

- A. **Each SDHSRA Member is REQUIRED to sell 6 SDHSRA Calendars by March 1<sup>st</sup>, 2025 in order to be eligible to rodeo.**
  - 1. Calendars will NOT be mailed to you.
  - 2. You must connect with one of the **Calendar Contacts** found at Sdhsra.com > Calendar Sales > Calendar Contacts
  - 3. Please review the Calendar Sales Policy to learn how to earn additional Scholarships, a Saddle, Free Memberships, Camping and Stalling, Coats, Sweatshirts and T Shirts.

XI. Make sure to “Like” and “Follow” the South Dakota High School Rodeo Association on Facebook and Instagram. Important info will be pushed out through those Social Media Accounts.