



How to register for an event?

Registering for an event under the auspices of the WorldCDF is done on-line, through the WorldCDF website (www.worldcdf.com).

To be able to register for an event, you must be “Member” or “Social member” of the WorldCDF. For more information on WorldCDF membership, check this page http://www.worldcdf.com/WorldCDF_Membership/18/worldcdfmembership.html

MyInfo

To register through the WorldCDF website you need an “account”. Every WorldCDF member or social member has an account.

You can log in to your account using “MyInfo” on the WorldCDF site.

Using your internet browser to view the WorldCDF website (www.worldcdf.com), you will reach this page:



In the top menu, you will find the MyInfo link on the right hand side. If you click on this link, you will reach this page:



On this screen you will find four links:

- “Login to My Info”
- “I forgot my password to login”
- “I forgot my WorldCDF membership number”
- “I want to become a new WorldCDF member”

With these four links, you can login to your “My Info” account in different situations. We will explain these in more detail below.

You know your membership number and your password: “Login to My Info”

The screen will look like this:

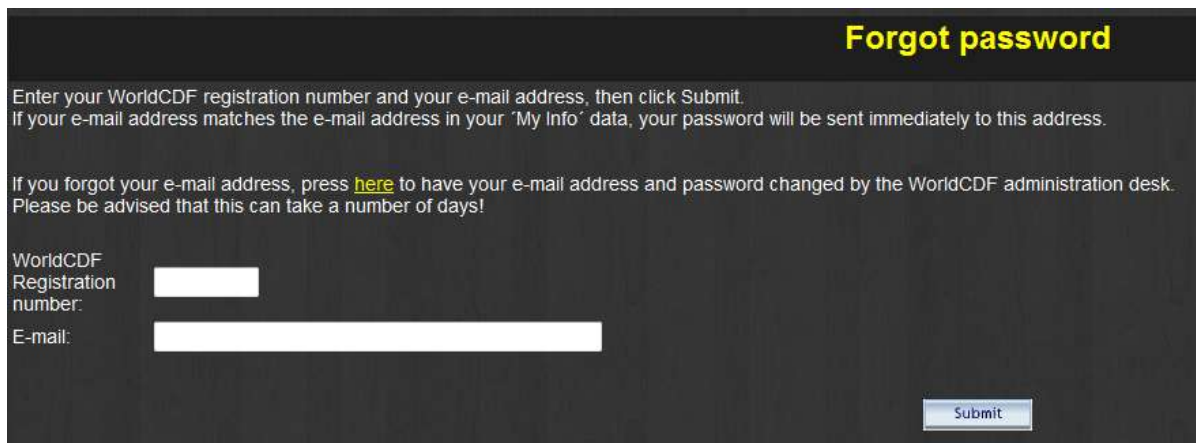


In this screen you can log in using your “WorldCDF ID” (membership number) and Password.

If you don’t know or have forgotten your password, click on the link “Forgot password”.

You know your membership number but have forgotten your password: “I forgot my password to login”

If you click on the link “Forgot password” or on the second option of the “My Info” screen (“I forgot my password to login”), you will reach the following screen:



If you complete your “WorldCDF Registration number” and your e-mail address, your password will be sent immediately to you by e-mail.

If you don’t remember which e-mail address you registered with in the WorldCDF “MyInfo” account, you can modify the e-mail address to retrieve your password. Click on the yellow link “here” in the text above. You will reach the following screen:

My Info @ WorldCDF.com

For secured validation purposes please enter your personal information below.
Your request to obtain a password to My Info will be send to the WorldCDF Membership desk.
Once your personal information has been validated you will receive notification by email including your initial password. You can change that password after login to My Info.

WorldCDF Registration number	<input type="text"/>
Full Name	<input type="text"/>
Date of Birth (YYYY-MM-DD)	<input type="text" value="YYYY-MM-DD"/>
E-mail address	<input type="text"/>

In this screen you must fill out the following information:

- WorldCDF Registration number: your WorldCDF membership number
- Full name: First and last name
- Date of Birth: in the format YYYY-MM-DD (so for example, 1973-04-30).
- E-mail address: your e-mail address

This information will be checked by a member of the WorldCDF membership desk. If this information is known to the WorldCDF, your e-mail address will be registered in your “My Info” account, and your password will be sent to you.

Since this information is checked manually, please allow a few days to receive it in your mailbox.

You forgot your WorldCDF membership number: “I forgot my WorldCDF membership number”

If you have forgotten your WorldCDF membership number, choose the third option in the MyInfo menu:

My Info @ WorldCDF.com

NEW MEMBERSHIP REGISTRATION FORM

To become a WorldCDF member, enter your personal information below.

Please make sure all information is complete and no abbreviations are used at all. Once you completed this form your request will be sent to the WorldCDF Membership Desk.

After validation has taken place you will receive a confirmation of membership by email including your password and login to My Info. As soon as you have received these, you can manage your personal details and register for any international event.

A pop-up message will appear if you used wrong characters or did not fill out all mandatory fields. If this pop-up message does not appear but also pushing the Register button does not take you to the registration confirmation screen, your browser may probably is set to block pop-up messages. In this case temporarily disable your pop-up blocker to see what errors in your registration form need to be resolved.

The annual membership fee is EUR 15,00 and can be paid at any of the International Competition events.
 — To compete in Social disciplines, you must enter your personal information below, but membership is free —

Please allow us up to a maximum of two weeks to handle your application and payment.

IMPORTANT: DO NOT USE ANY SPECIAL CHARACTERS, ONLY STANDARD LETTERS AND DIGITS !

First Name:

Last Name:

Gender:

Date of birth (YYYY-MM-DD):

Address line 1: (No (- / _ #) permitted)

Address line 2:

Zip Code:

City:

Residential (living in) Country:

Representing Country:

Phone number 1:

Phone number 2:

E-mail address:

Health remarks:

Objection personal info visibility:

Objection to receive email updates:

In this screen, fill out the following information:

Field	Description
First Name	Your first name
Last Name	Your family name
Gender	Your gender: "Male" or "Female"
Date of Birth (YYYY-MM-DD)	Your birth date in the format YYYY-MM-DD (so for example, 1973-04-30)
Address line1	1 st line of your address
Address line2	2 nd line of your address
Zip code	Post code
City	City
Residential (living in) Country	
Representing Country	You can live in one country but represent another one.
Phone number 1	
Phone number 2	
E-mail address	
Health remarks	Any important health remarks
Objection personal info visibility	Check this field if you don't want your name to appear in the competition ranking on the WorldCDF website
Objection to receive email updates	Check this field if you don't want to receive WorldCDF newsletters

Click on 'Register' to validate your information.

A member of the WorldCDF membership desk will check your info, create your account and send you login details by e-mail (your WorldCDF membership number and password).

Since this information is checked manually, please allow a few days to receive it in your mailbox.

You are not yet a WorldCDF member: “I want to become a new WorldCDF member”

If you are not yet a WorldCDF member, choose this fourth option. You will reach the same screen as the previous option (see above).

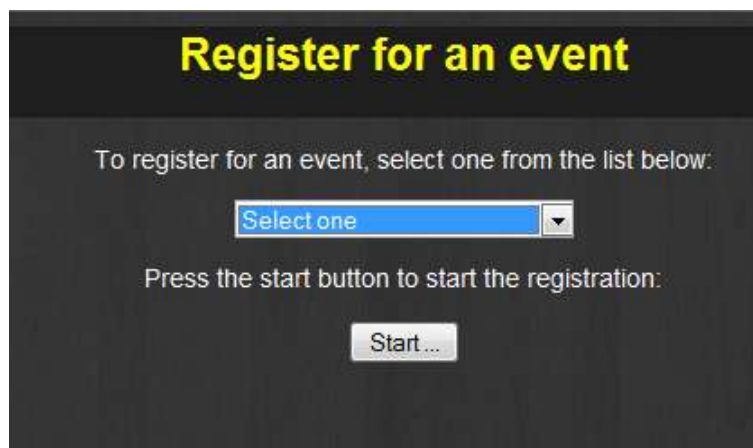
A member of the WorldCDF membership desk will create your account and send your login details by e-mail (your WorldCDF membership number and password).

Registering for an event

Once you have logged in to 'My Info' with your WorldCDF membership number and password, you will be redirected to your personal menu. It will be similar to this:



Click on the link "Register for an event" (see above). You will then reach the following screen:



By using the selection drop down field in the middle of the page, you can select the event you want to register for:



Click on “Start...” to continue the registration procedure. You will reach the following screen:

The following data are taken over from your WCDF personal information. If these data are not correct, please click [here](#) to update your profile.

WCDF membership number:	1111	Given name:	Social Dancer	Surname:	Top
Email address:	11111111111111111111	Birth date:	12-22-1971		dd-mm-yyyy
Gender:	MALE	Country:	US		

You participate as a social dancer. If you want to participate in the division "Newcomer" or higher, you will have to become a member of the WCDF. Please click [here](#) to register as a member.

Select your dances on the two pages below:

Line: Social | Couples | Pro-Am | Teams

Age division: Select one

You participate in the following dances:

- Dance A
- Dance B
- Dance C

Select your pass: Select one

Click [here](#) to order spectator tickets

You selected 0 dance(s) and 0 pass(es) and 0 spectator tickets

The total amount is EUR 0

If you have any comments, you can enter them below:

To finalize your registration, press the button [Register](#)

Dances

In the yellow tab, you can choose which dances you want to register for.

The tabs are different for Members and Social members:

- Social members only see social dances
- Members do not see social dances

If you see the social dances but you wish to compete in Newcomer, you must upgrade your WorldCDF membership type. Click on “here” in the yellow text “*You participate as a social dancer. If you want to participate in the division "Newcomer" or higher, you will have to become a member of the WCDF. Please click here to register as a member*”.

If you don't see the social dances nor the Newcomer dances but want to register in Newcomer, your membership type is not correct. Please contact the WorldCDF membership desk by sending a mail to membership@worldcdf.com.

Competitor pass

Select your type of competitor pass in the field "Select your pass".

Spectator pass

If you wish to order spectator passes, click on the yellow link "here" in the text "Click here to order spectator tickets".

Remarks

If you wish to state any remarks to the registration desk, you can do this in the field below.

Validation

To validate your registration, click on the button 'Register'. You will receive an e-mail confirmation with all registration details.

Check, Modify or Delete your registration

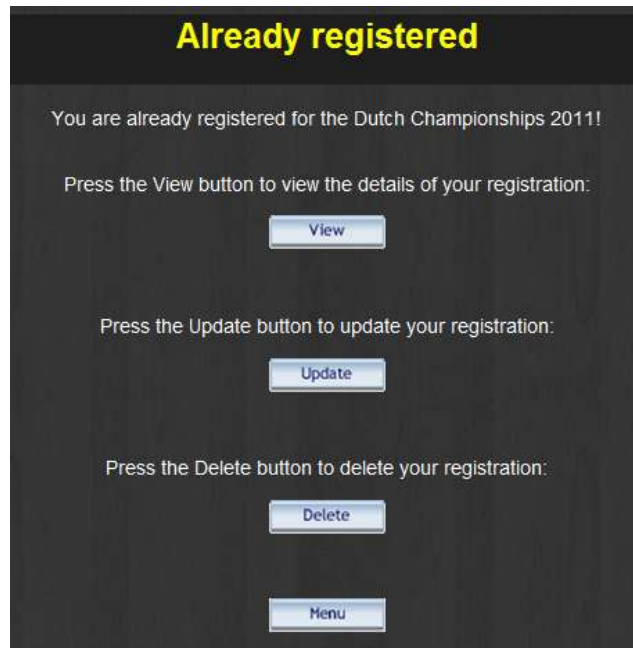
If you wish to check, modify or delete your registration details, go back to your personal menu in MyInfo:



Click once again on the link “Register for an event” and select the event you previously registered for:



You will reach the following screen:

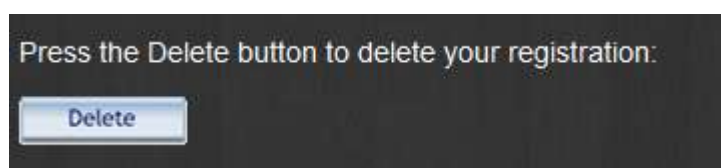


Click on “View” to check your registration. You will see a screen similar to this:



Click on “Update” to modify your registration. You will reach the registration screen where you can add dances or extra divisions.

Click on “Delete” to cancel your registration (only possible before end of registration). You will then see the details of your registration, with a “Delete” button underneath:



Once you click on this button, your registration is cancelled.