

How to Enter Runners for a Cross Country Race on Athletic.net

Dear Coaches,

To help you submit your team entries smoothly for our upcoming cross country meet, please follow the steps below to enter your runners on Athletic.net:

1. Log In to Your Athletic.net Account

Go to [Athletic.net](https://athletic.net) and log in using your coach or school credentials.

2. Find the Meet

- Use the search bar at the top to locate the meet by entering the event name or date (e.g., "Marshfield Columbus Invitational August 30, 2025").
- Click on the meet from the search results to open the meet details page.

3. Access the Entry Page

- On the meet page, look for the "Entries" or "Submit Entries" button or tab.
- Click it to begin entering your team roster.

4. Select Your Team and Event

- Choose your school/team from the drop-down list.
- Select the appropriate race/event(s) your runners will compete in (e.g., Middle School Boys 2 Mile, High School Girls 5K).

5. Add Runners

- For each event, enter the names of your runners.
- Make sure to include correct spelling and accurate grade levels if requested.
- You can add as many runners as allowed — remember only the top 8 finishers will count toward scoring.

6. Review Your Entries

- Double-check all names and events for accuracy.

- Make sure your entries comply with any team size limits or event rules.

7. **Submit Your Entries**

- Once you have added all runners, click the "Submit" or "Save" button to finalize your entries.
- Some meets may allow you to edit entries up until the deadline; check the specific meet details.

8. **Confirmation**

- After submission, you should receive a confirmation message or email.
- If you do not receive confirmation, please log back in to verify your entries were saved correctly.

9. **Deadline Reminder**

- Entries for the Marshfield Columbus Invitational are due by **Thursday, September 3, 2026, at 12:00 PM.**
- Late entries may not be accepted, so please submit on time!

If you encounter any issues or have questions, please don't hesitate to reach out to our timer John Burke: john@performancetiming.com

Thank you for your cooperation and good luck!