

Solo, Duo, Trio Account Setup

1. From the Solo, Duo, Trio Registration page, click on the [Account Login](#) link. This will take you to the Artist Awards Registration home page.
2. If you already have a DanceComp Genie account, you can enter your username or email address and password to sign in. If you do not have a DanceComp Genie account, click on **Add New Account**.
3. For the **Studio Name**, please enter the name of your dancer's current studio and dancer's last name in the following format:
 - o **Studio Name - Dancer's Last Name**
4. If your dancer is not currently affiliated with a studio, please enter:
 - o **Independent – Dancer's Last Name**
5. For the **Studio Director**, please enter the name of the owner of the studio your dancer currently attends. If your dancer is not currently affiliated with a studio, enter the name of the choreographer or instructor they are currently working with.
6. Complete the form by creating a username and password, and by entering in your personal information. Then, click on **Confirm and Create Account**.

Routine Registration Instructions

1. From the DanceComp Genie main page select the **Add New Registration**.
2. This will require you to select the event from our available competitions.
 - a. There are different dates and selections for Solo, Duo, Trio, and Team.
 - b. **Be sure to select a Solo, Duo, Trio event date.**
3. Enter the routine name, then click on **Next**.
 - a. The **Routine Name** should be the song title. If the song title has not yet been selected, please use the following format: TBD
4. Add dancer(s) from your list. To add a new dancer, click **Create New**.
5. For a Duo or Trio, you must add all dancers before clicking **Done** to proceed.
6. Enter the routine's skill level, genre, song title, and music length. Once all information is entered, click **Save Routine**.
7. This will bring you to your event page, where you should now see your routine listed under **Saved Routines**. From here, you can add additional routines or proceed to checkout by clicking **Continue to Checkout**.
8. If special notes for your routine are needed, please add them in the provided box, then select **Continue**.

Example: *"Supergirl" has props which will require additional time to place and remove from the stage. Thank you.*

Click **Continue** again to proceed to the payment screen.
9. Enter your first and last name, then click **Checkout** to proceed to payment.
10. Once your payment is processed, you will be redirected to your DanceComp Genie main page, where your completed registration will be visible.

Registration is not complete until payment is made. Unpaid registrations do not guarantee Early Pay pricing or a spot in the event. If the event fills, unpaid entries will be removed and must re-register on the waitlist. To secure your spot, we recommend paying at the time of registration. If you have any questions, submit a [Contact Us / Support Request](#).