

Instructions for Completing UC Irvine Event Waivers in Advance of Arrival to Campus (External Guests)

NEW USERS: To complete the UC Irvine Event Waiver (from the [custom Event Waiver link](#)) click on the following link valid for the 2019 USA Cheer Camps at the UC Irvine campus:

<https://waivers.ehs.uci.edu/index.aspx?view=item&item=44249>

1. Click "Add to Cart". As a new user, you will be re-directed to the Login screen
2. Create an account (*if a new user, otherwise account holders may proceed to #3b and Login*)
 - a. Choose affiliation "All Others, Campus Visitors" and click the "Continue" Button
 - b. Click "Create an Account" Button
 - c. Complete the required fields, indicated with an asterisk (*):
 - i. First Name and Last Name
 - ii. Email address (This will be the user name for community accounts)
 - iii. Create a Password (Password must be at least 7 characters)
 - iv. Enter your preferred Phone Number in the format shown
 - v. Enter your Address Information
 - d. Click the "Create an Account" button
3. Login
 - a. When you receive the confirmation of account setup, click the "Login" link (top right) to login to your new account
 - b. Choose affiliation "All Others, Campus Visitors" and click the "Continue" Button
 - c. Enter your Email Address and Password used to create account and click the "Log In" Button
4. Complete Waiver
 - a. Select the Participants for which to complete the waiver
 - i. Check "Self" if over the age of 18 and completing for self
 - ii. Click "Continue"
 - iii. If satisfied with the shopping cart, click "Continue" (Continue to Waivers), otherwise click Add/Edit, Remove, or Continue Browsing

- OR -

- i. Click "Add New Child Participant" if a Parent or Legal Guardian completing for a Minor Participant (Participant under the age of 18)
 1. Enter First Name and Last Name of Minor Participant
 2. Click "Add"

