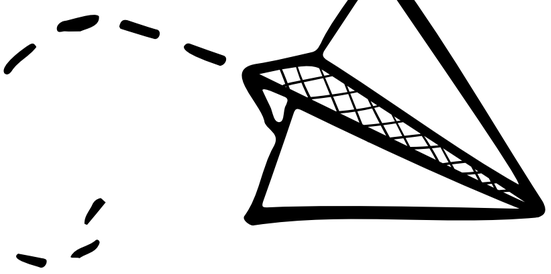
GUIDE TO:

NEW JERSEY HISTORY DAY REGISTRATION

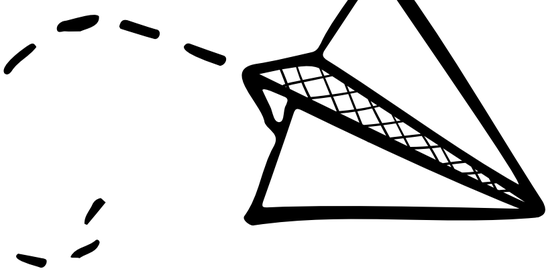

WELCOME
EVERYONE!



TEACHER REGISTRATION







WHERE DO WE SIGN UP?

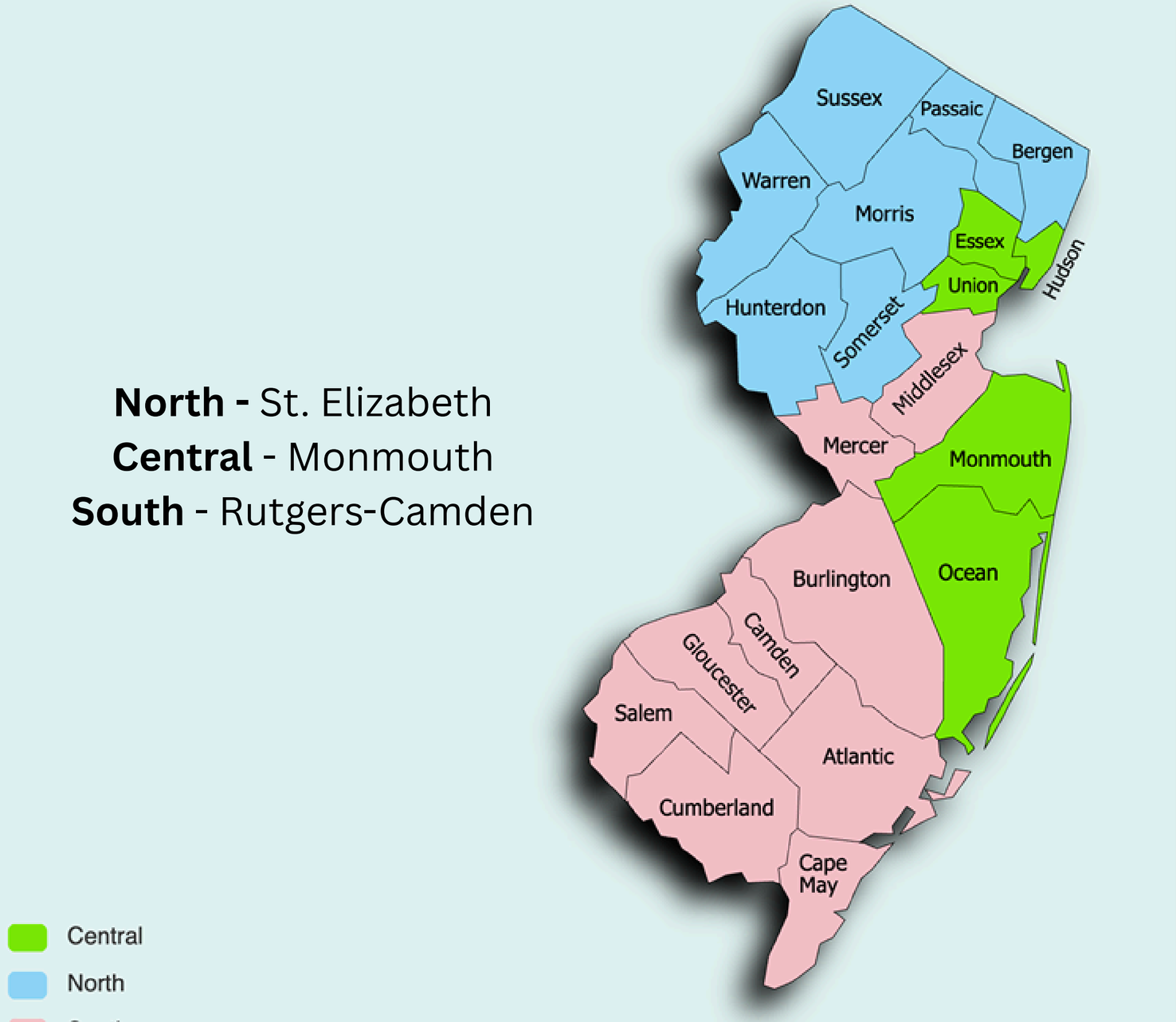
GO THE REGISTRATION PAGE FOR <u>YOUR</u> REGIONAL CONTEST.

WHICH ONE IS YOURS? SEE THE MAP ON THE NEXT SLIDE.



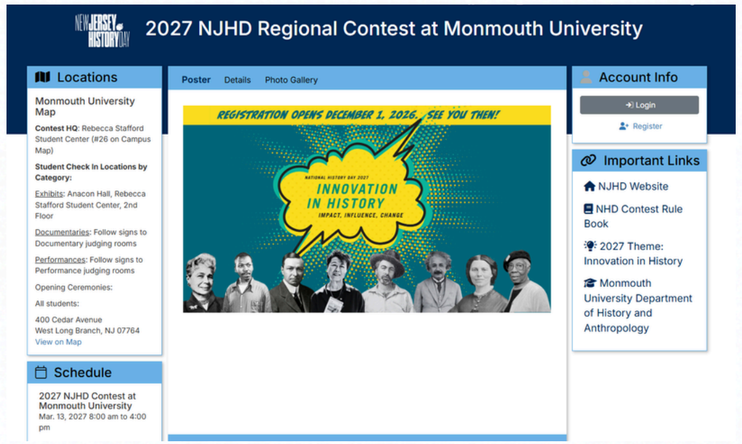


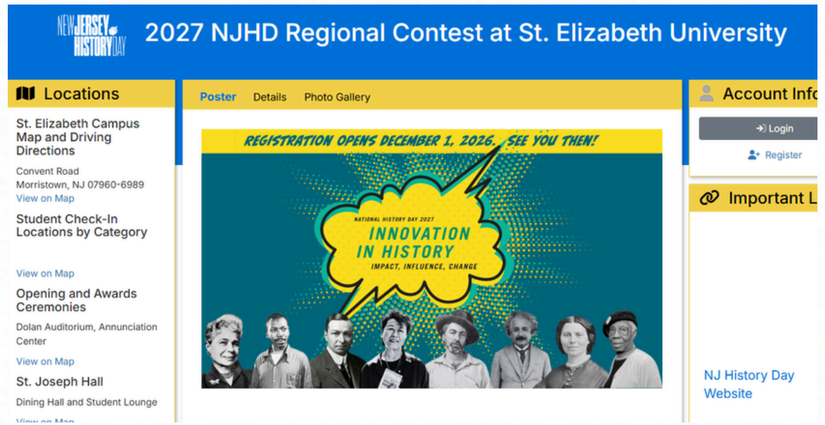
North - St. Elizabeth
Central - Monmouth
South - Rutgers-Camden



REGIONAL CONTEST LOCATIONS







SOUTH JERSEY:

RUTGERS-CAMDEN UNIVERSITY REGIONAL CONTEST (FEBRUARY 27, 2027)

REGISTRATION LINK

CENTRAL JERSEY:

MONMOUTH UNIVERSITY REGIONAL CONTEST (MARCH 13, 2027)

REGISTRATION LINK

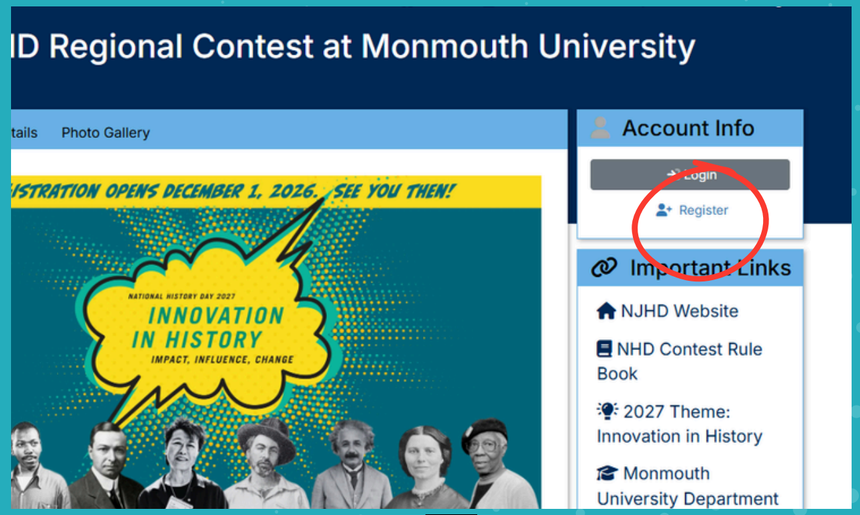
NORTH JERSEY:

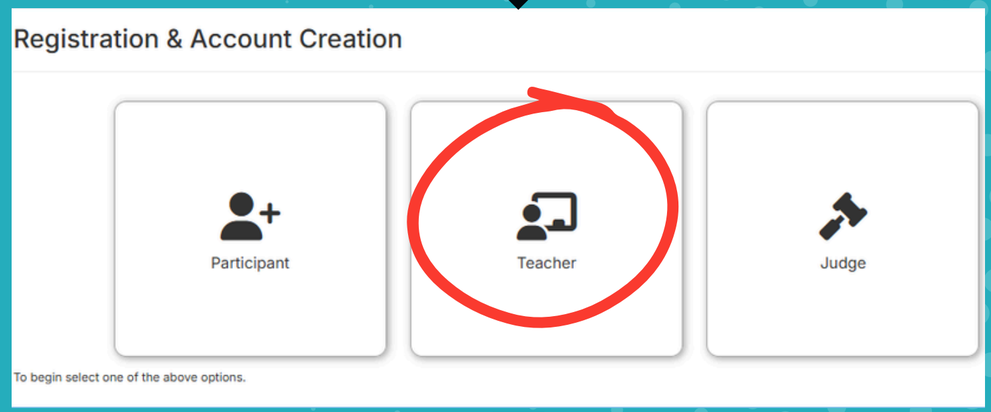
SAINT ELIZABETH UNIVERSITY REGIONAL CONTEST (MARCH 20, 2027)

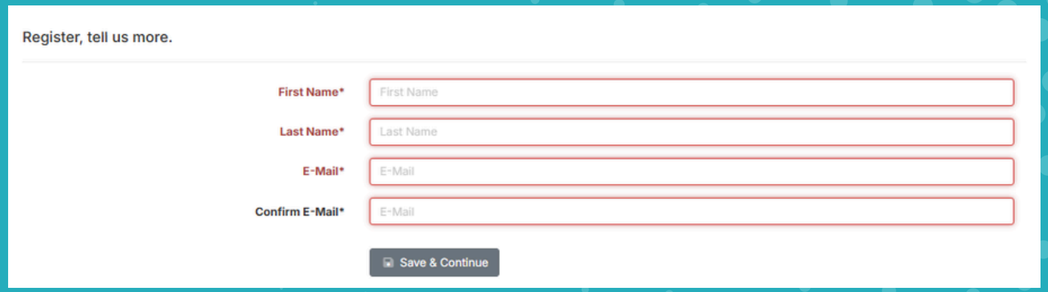
REGISTRATION LINK

CREATE AN ACCOUNT

- TEACHERS MUST REGISTER FIRST.
- STUDENTS CAN ONLY SIGN UP AFTER THEIR TEACHER HAS REGISTERED.
- ON THE HOME PAGE, CLICK "REGISTER" THEN "TEACHER"
- IN THE BOTTOM RIGHT-HAND CORNER, ENTER YOUR FIRST NAME, LAST NAME, AND EMAIL ADDRESS.
- AFTER ENTERING YOUR DETAILS, CLICK "SAVE & CONTINUE."
- YOU WILL THEN BE REDIRECTED TO THE NEXT PAGE.



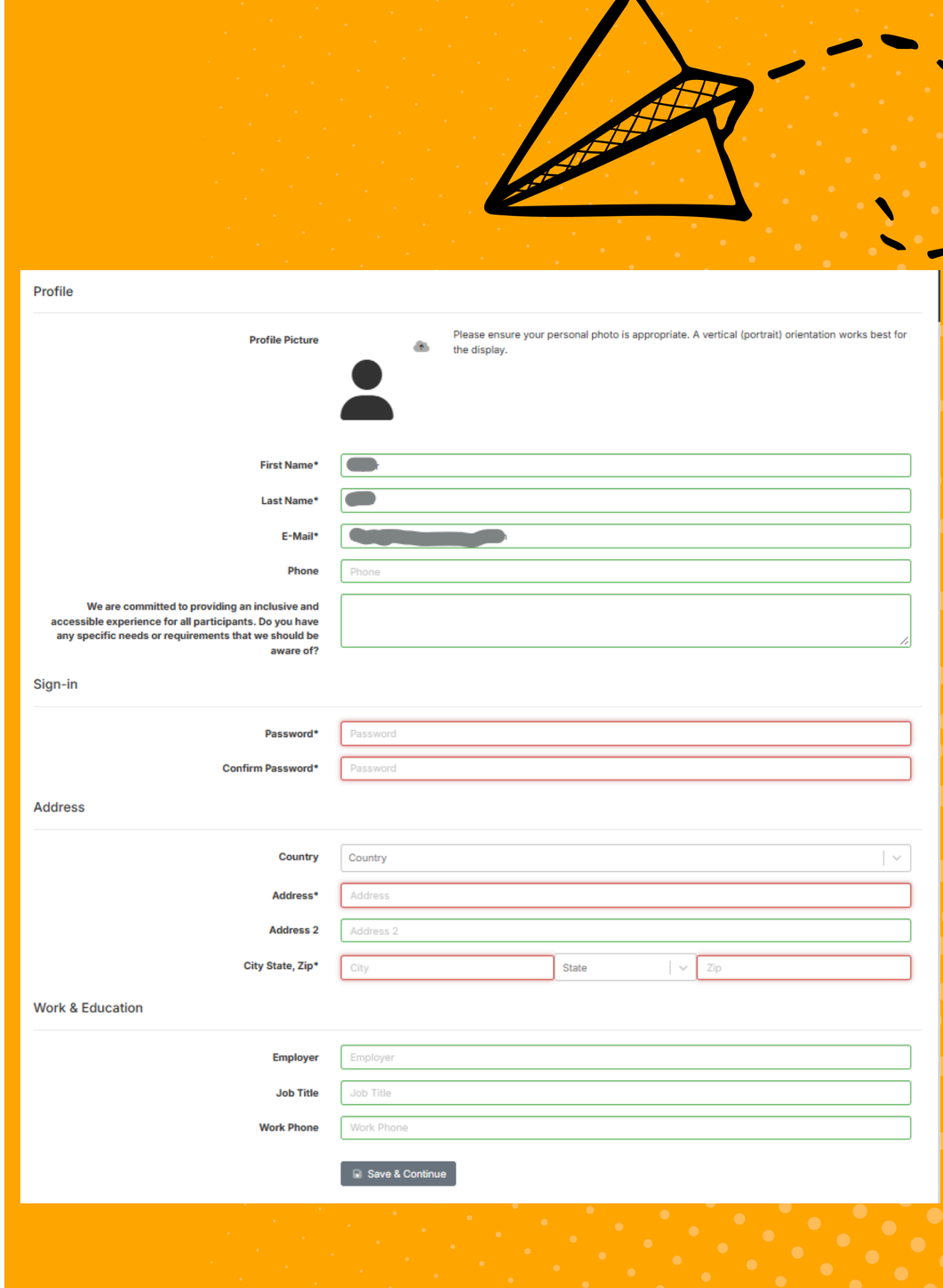




CREATE AN ACCOUNT: PROFILE

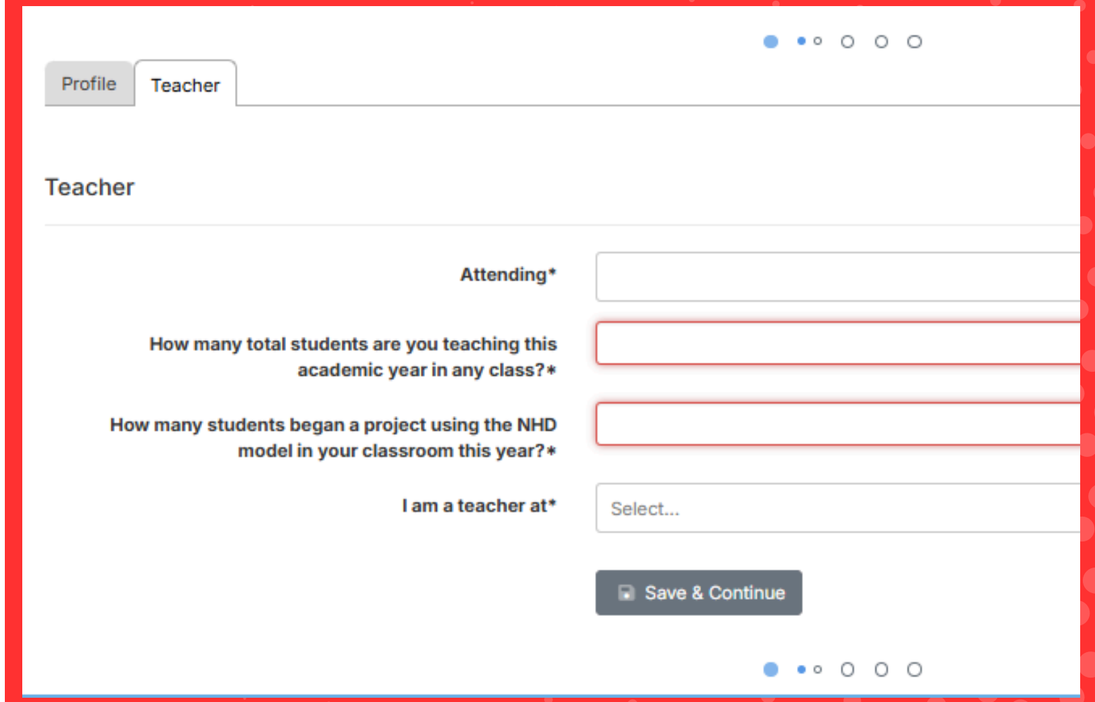
- YOU WILL BE DIRECTED TO THIS PAGE FIRST.
- PLEASE COMPLETE THE FORM.
- SAVE YOUR LOGIN INFORMATION - YOU'LL NEED IT!





CREATE AN ACCOUNT: TEACHER INFO

- YOU WILL BE DIRECTED TO THIS PAGE NEXT. PLEASE COMPLETE THE FORM.
- IN THE SECTION "I AM A TEACHER AT..." PLEASE CHOOSE YOUR SCHOOL FROM THE DROP-DOWN MENU. IF YOU DO NOT SEE YOUR SCHOOL NAME LISTED, EMAIL US!
- IF YOUR STUDENT IS NOT REGISTERING THROUGH THEIR SCHOOL, PLEASE CHOOSE "HOMESCHOOL."



CREATE AN ACCOUNT: QUESTIONS

- YOU WILL BE DIRECTED TO THIS PAGE NEXT. PLEASE COMPLETE THE FORM.





Profile | Teacher | Profile Questions

Teacher Custom Questions

Are you an alum of William Paterson University? *

Please select the COUNTY your school is located in. *

Please select your school type: *

Do you require students to participate in History Day? *

How many students participate in NHD in your school? "Participates" means uses any NHD materials, even if they do not create a project or compete. *

In addition to yourself, how many teachers at your school participate in NHD? "Participate" means any kind of participation, including supporting a project elements,, even if they do not join competitions. *

Do you have a classroom, school, or local History Day before your Regional Contest? *

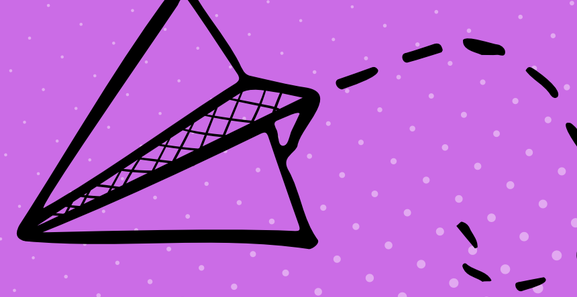
How many years have you participated in NHD? *

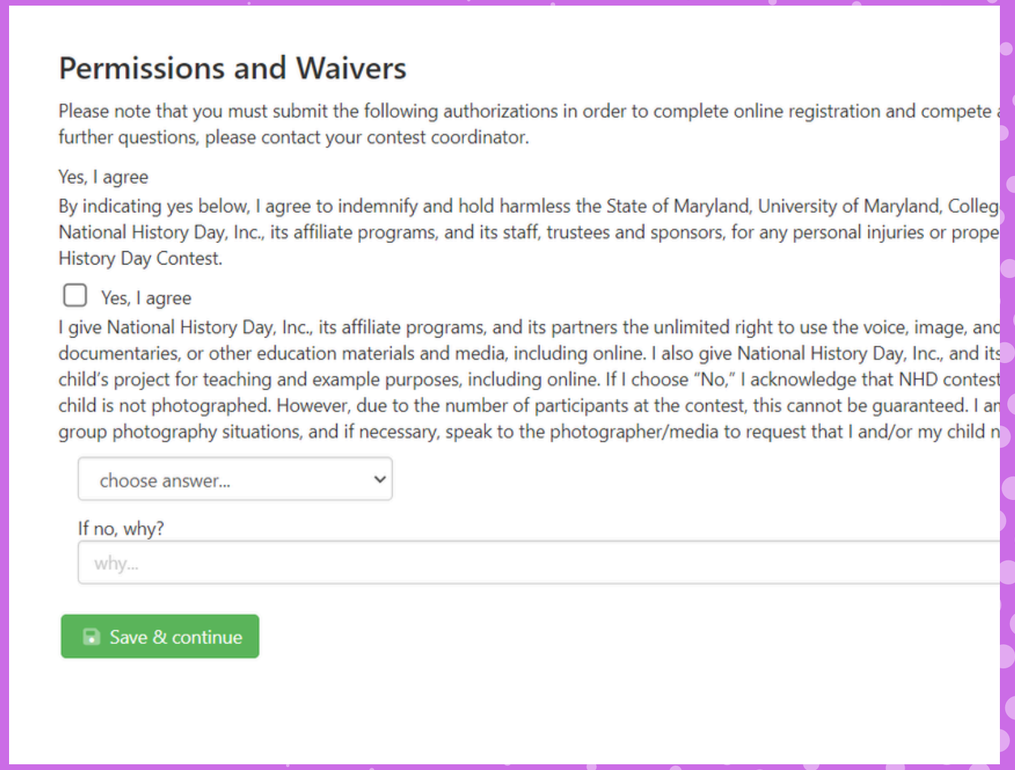
In your own words, why do you participate in NHD? *

CREATE AN ACCOUNT: WAIVER

- YOU WILL BE DIRECTED TO THIS PAGE NEXT.
- PLEASE READ AND CLICK THE BOX. LET US KNOW IF YOU HAVE ANY QUESTIONS.



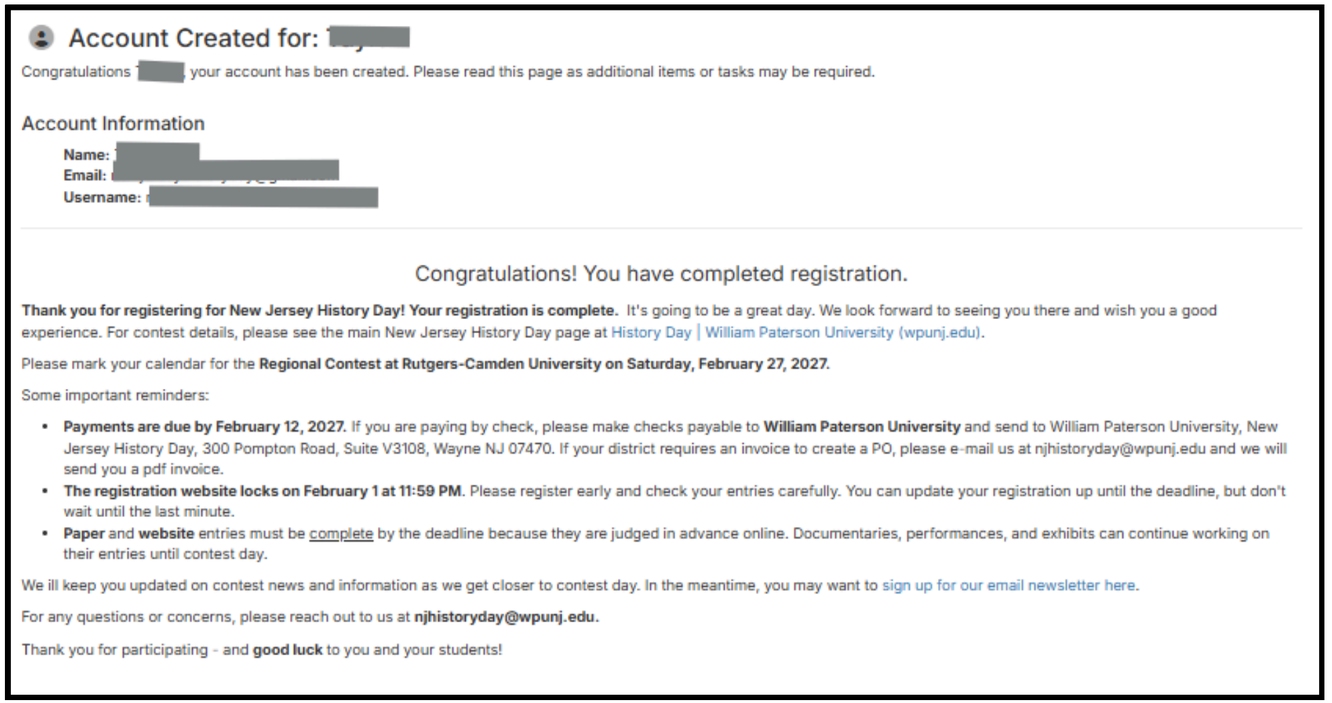




REGISTRATION COMPLETE

CONGRATULATIONS! YOU COMPLETED REGISTRATION.

INCLUDED ON THIS PAGE IS YOUR USERNAME, SO TAKE A SCREENSHOT TO SAVE IT.



Account Created for: [redacted]

Congratulations [redacted], your account has been created. Please read this page as additional items or tasks may be required.

Account Information

Name: [redacted]
Email: [redacted]
Username: [redacted]

Congratulations! You have completed registration.

Thank you for registering for New Jersey History Day! Your registration is complete. It's going to be a great day. We look forward to seeing you there and wish you a good experience. For contest details, please see the main New Jersey History Day page at History Day | William Paterson University (wpunj.edu).

Please mark your calendar for the **Regional Contest at Rutgers-Camden University on Saturday, February 27, 2027.**

Some important reminders:

- **Payments are due by February 12, 2027.** If you are paying by check, please make checks payable to **William Paterson University** and send to William Paterson University, New Jersey History Day, 300 Pompton Road, Suite V3108, Wayne NJ 07470. If your district requires an invoice to create a PO, please e-mail us at njhistoryday@wpunj.edu and we will send you a pdf invoice.
- **The registration website locks on February 1 at 11:59 PM**. Please register early and check your entries carefully. You can update your registration up until the deadline, but don't wait until the last minute.
- **Paper** and **website** entries must be complete by the deadline because they are judged in advance online. Documentaries, performances, and exhibits can continue working on their entries until contest day.

We ill keep you updated on contest news and information as we get closer to contest day. In the meantime, you may want to sign up for our email newsletter here.

For any questions or concerns, please reach out to us at **njhistoryday@wpunj.edu.**

Thank you for participating - and **good luck** to you and your students!

CONTEST FEE

- THE REGISTRATION FEE IS $20.00 PER STUDENT (TEACHERS DO NOT NEED TO PAY). THIS ONE-TIME FEE COVERS ALL CONTEST EVENTS.
- SOME SCHOOLS PAY FOR ALL STUDENT FEES. OTHER SCHOOLS ASK STUDENTS TO PAY INDIVIDUALLY. PLEASE LET YOUR STUDENTS KNOW WHAT TO DO. IF THE SCHOOL IS PAYING, STUDENTS CAN INDICATE THAT BY CHECKING A BOX ON THEIR PAYMENT SCREEN.
- NJHD ACCEPTS CREDIT CARD PAYMENTS AS WELL AS CHECKS.
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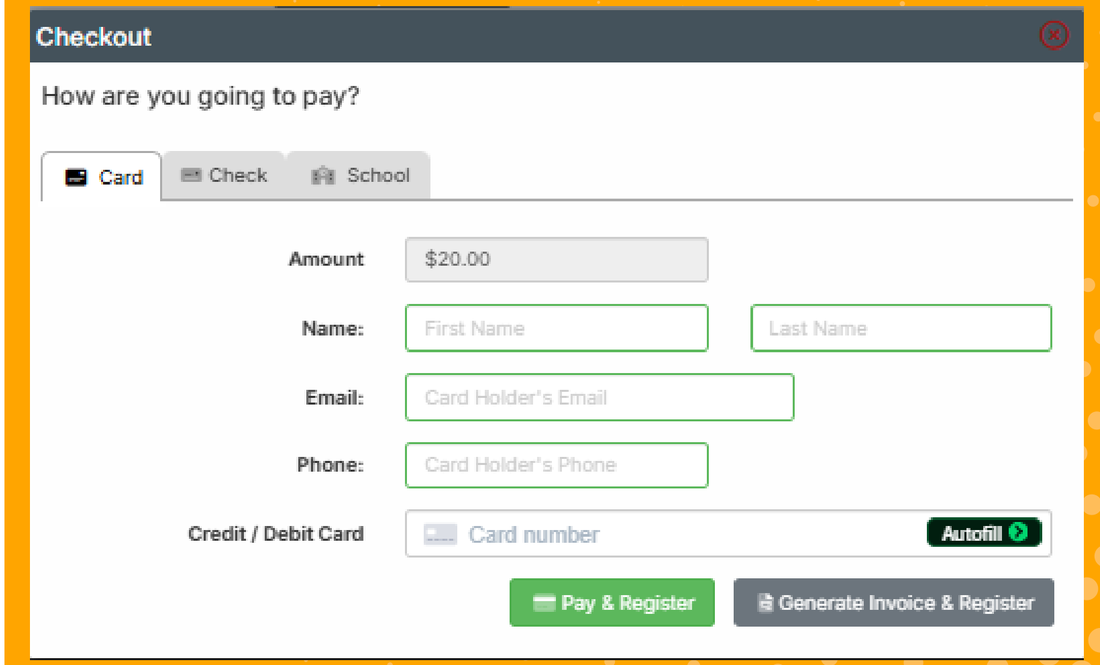
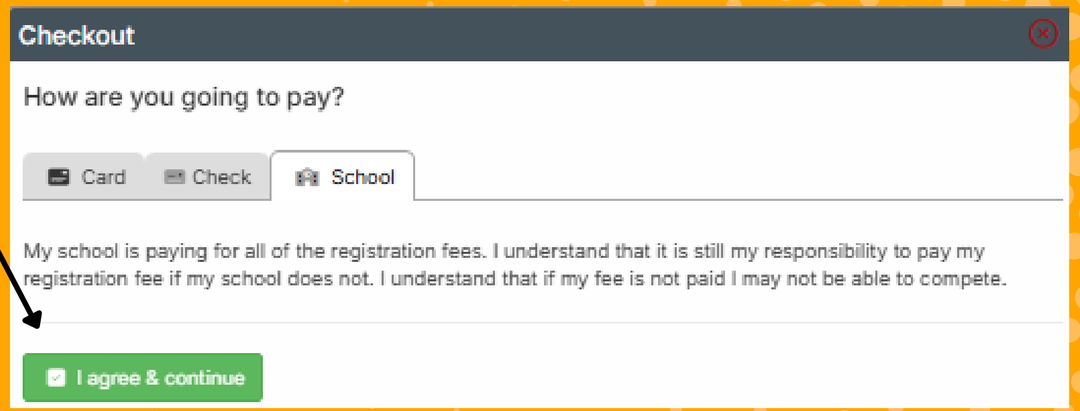




Q&A

Q: MY SCHOOL ISN'T ON THE LIST–WHAT DO I DO?

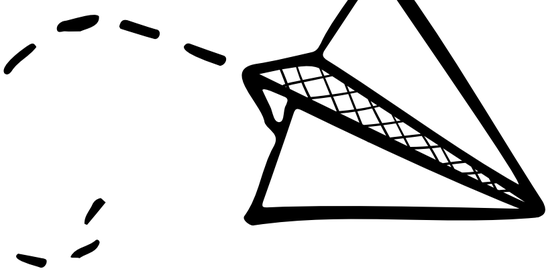
A: NO WORRIES! JUST SHOOT US AN EMAIL AT NJHISTORYDAY@WPUNJ.EDU WITH YOUR SCHOOL INFO, AND WE'LL GET IT ADDED TO THE LIST IN A SNAP!

Q: REGISTRATION ALREADY? WE'RE NOT READY!

A: NOT A PROBLEM! YOU HAVE UNTIL 11:59 PM ON FEBRUARY 1 TO COMPLETE REGISTRATION. HOWEVER, DON'T WAIT UNTILTHE LAST MINUTE...IF YOU HAVE ANY TROUBLES WITH TECH OR UPLOAD, YOU WANT TIME TO SOLVE THEM.

Q: I'M NOT A TEACHER, BUT I HAVE A CHILD WHO WANTS TO REGISTER. WHAT CAN THEY DO?

A: STUDENTS NEED TO HAVE AN ADULT WILLING TO SPONSOR THEIR ENTRY, BUT THAT ADULT CAN BE A PARENT, COACH, FORMER TEACHER OR OTHER SUPPORTIVE PERSON. THAT ADULT WILL BE RESPONSIBLE FOR MAKING SURE STUDENTS GET IMPORTANT COMMUNICATIONS.



STUDENT REGISTRATION

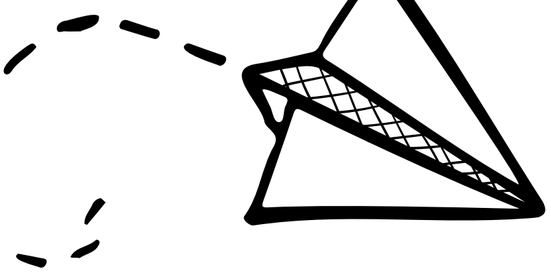




IMPORTANT INFO

IMPORTANT: MAKE SURE YOUR TEACHER HAS CREATED THEIR ACCOUNT FIRST! YOU WON'T BE ABLE TO START UNTIL THEY DO!

CLICK THE LINK - ONCE YOUR TEACHER'S ACCOUNT IS SET UP, CLICK THE LINK ON THE "REGIONAL CONTEST LOCATIONS" SLIDE TO ACCESS THE CONTEST HOMEPAGE.



WHERE DO WE SIGN UP?

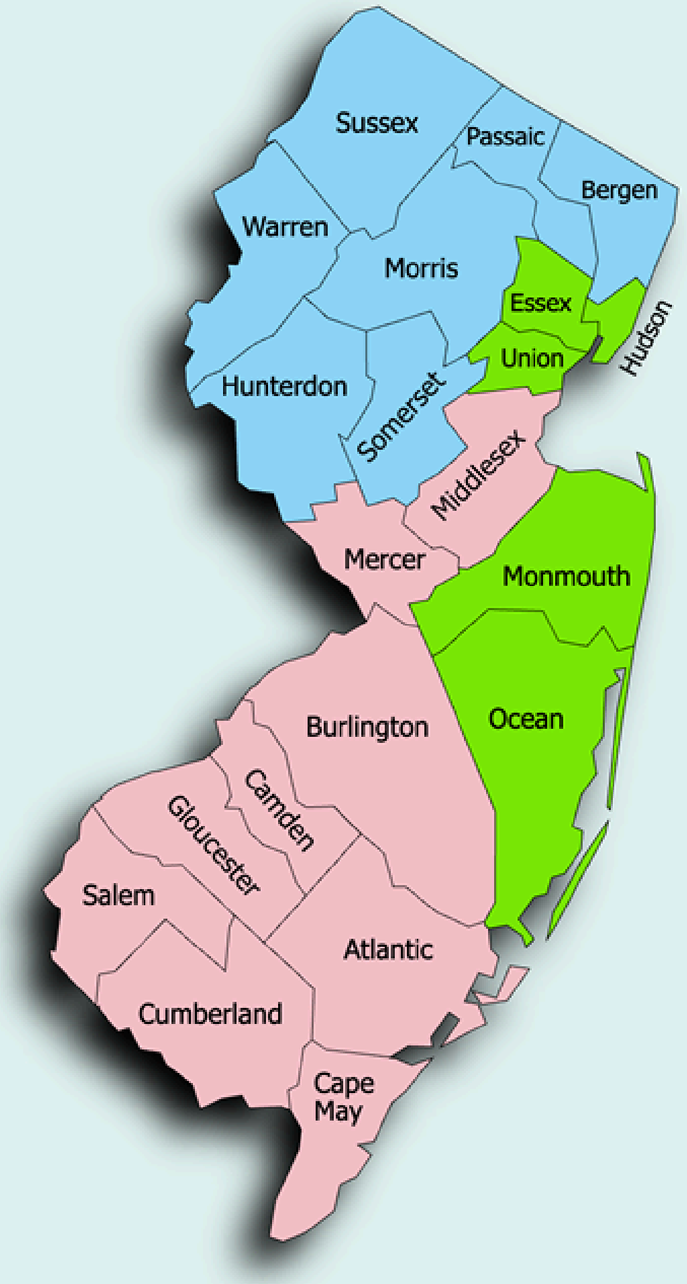
GO THE REGISTRATION PAGE FOR YOUR REGIONAL CONTEST.

WHICH ONE IS YOURS?
SEE THE MAP ON THE NEXT SLIDE.





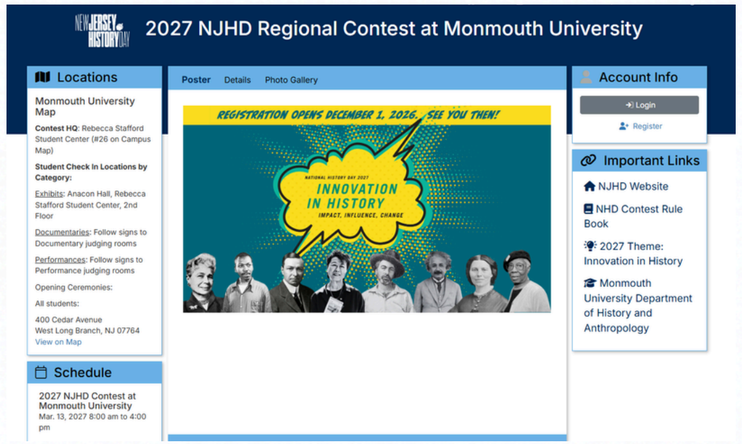
Central - Monmouth
North - St. Elizabeth
South - Rutgers Camden

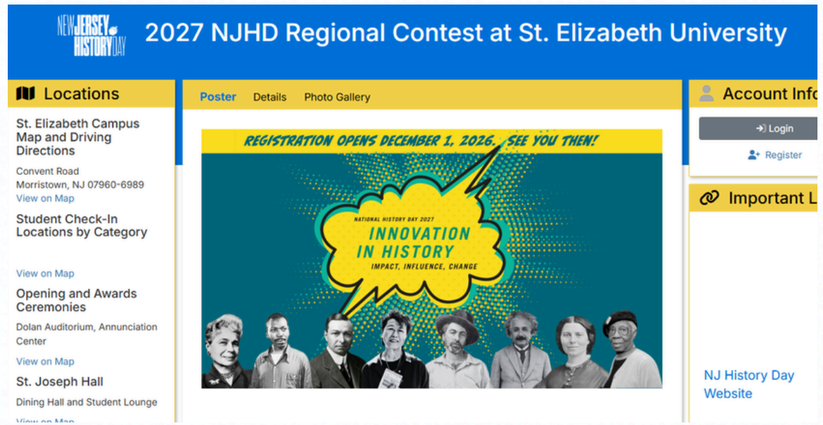


Central
North
South

REGIONAL CONTEST LOCATIONS







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CREATE AN ACCOUNT

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- ON THE HOME PAGE, CLICK “REGISTER” THEN “PARTICIPANT”
- ENTER YOUR FIRST NAME, LAST NAME, AND EMAIL ADDRESS.
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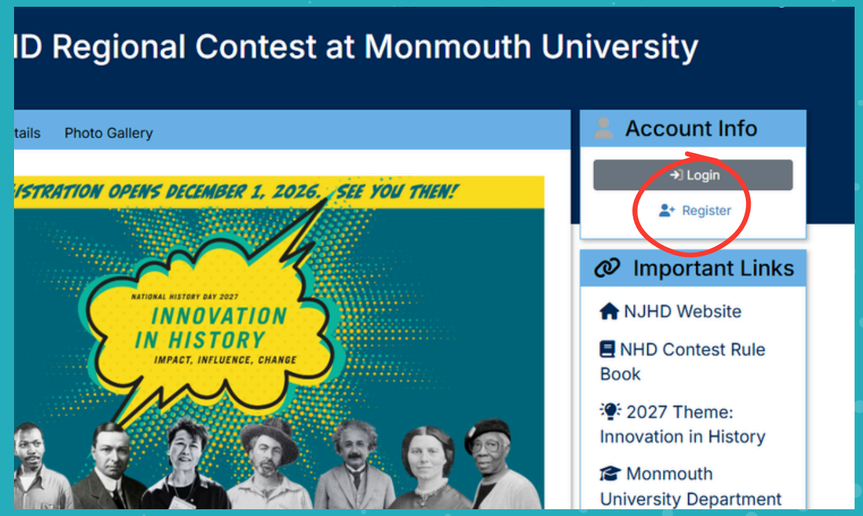
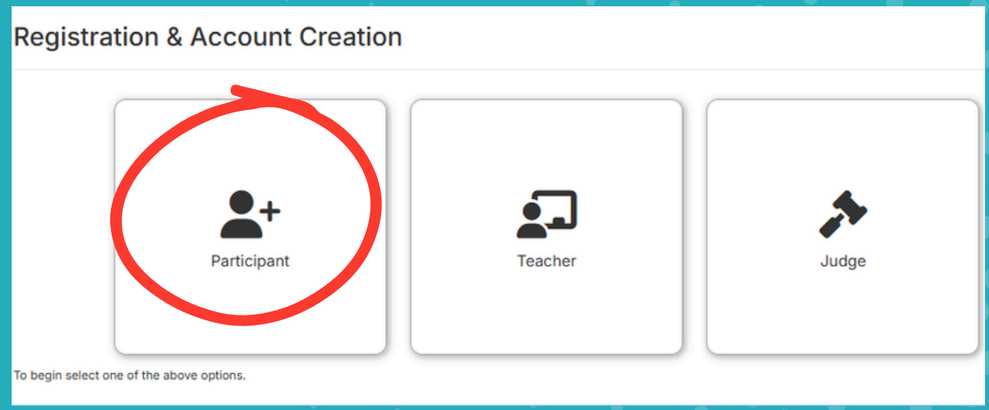
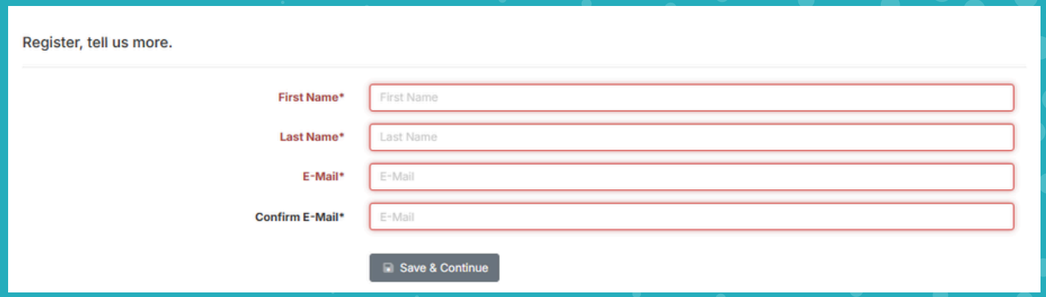


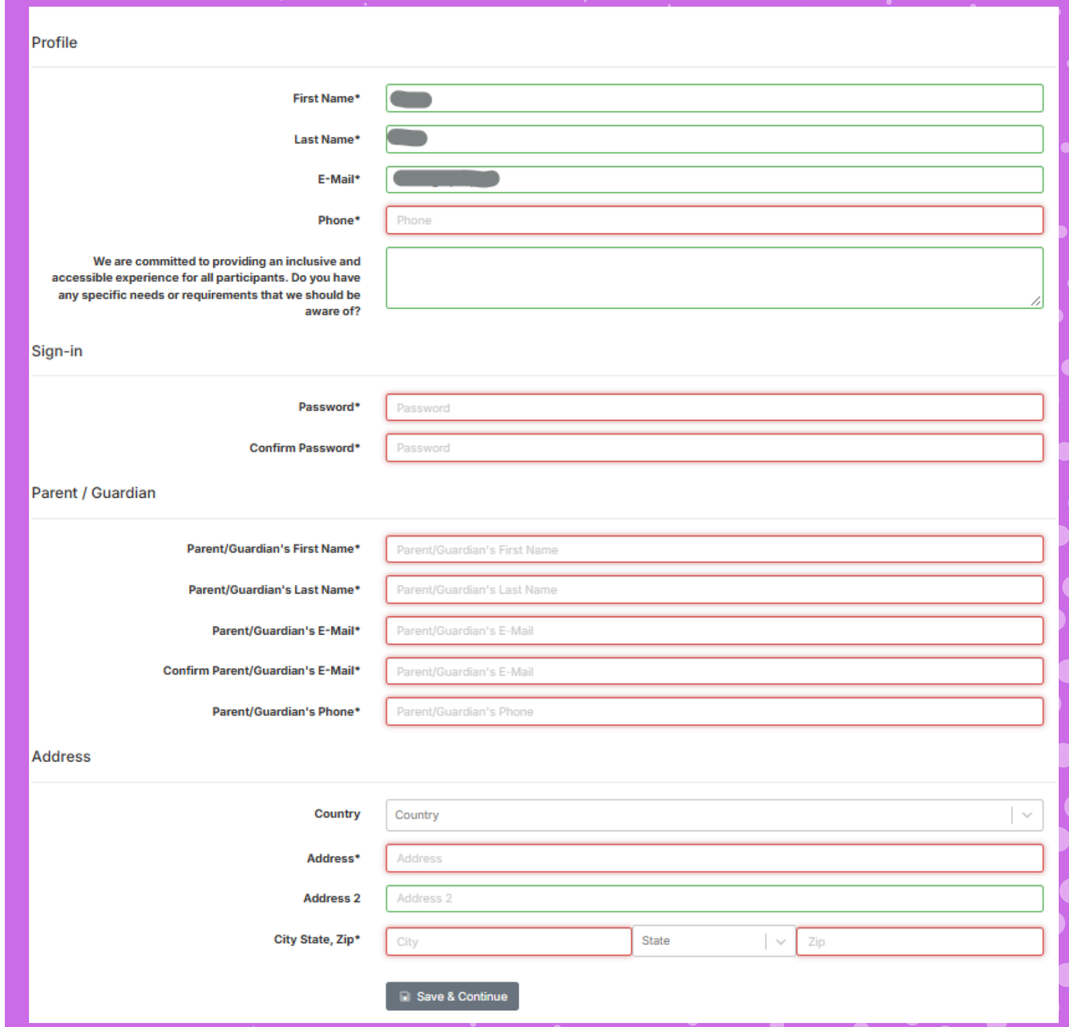




CREATE AN ACCOUNT: PROFILE

- FILL OUT THE PROFILE INFORMATION ON THIS PAGE
- SAVE YOUR PASSWORD – YOU'LL NEED IT!

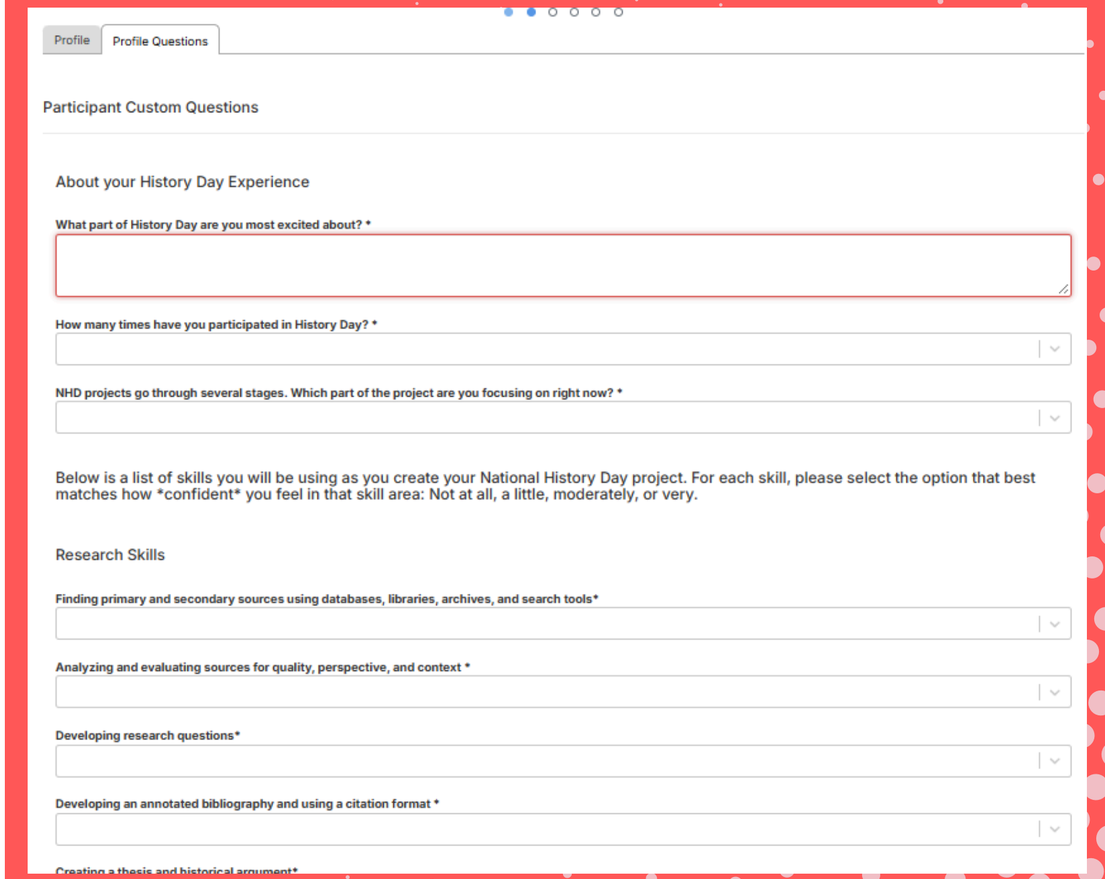




CREATE AN ACCOUNT: QUESTIONS

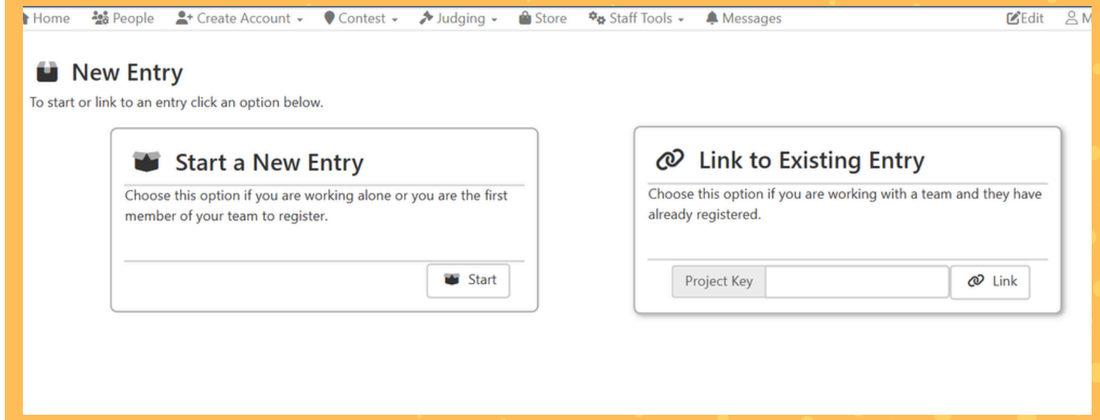
- ANSWER THE QUESTIONS ON THIS PAGE.





START YOUR ENTRY

- ENTERING AS AN INDIVIDUAL?
  - CLICK “START A NEW ENTRY.”
- PART OF A GROUP ENTRY?
  - CHOOSE ONE PERSON TO REGISTER FIRST. THAT PERSON WILL CLICK “START A NEW ENTRY.”
  - THEY WILL RECEIVE A PROJECT KEY AS PART OF THE REGISTRATION. THE PROJECT KEY ALLOWS ALL GROUP MEMBERS TO CONNECT TO THE SAME PROJECT. REMEMBER TO COPY AND SAVE THE PROJECT KEY. GIVE THIS CODE TO EACH MEMBER OF YOUR GROUP. EACH MEMBER MUST USE THE SAME PROJECT KEY TO BE LINKED TO YOUR GROUP.
- IF YOU ARE PART OF A GROUP AND SOMEONE HAS ALREADY STARTED THE ENTRY, CLICK “LINK TO EXISTING ENTRY.” ENTER THE PROJECT KEY GIVEN TO YOUR FIRST GROUP MEMBER.



SAMPLE

A PROJECT KEY IS A CODE MADE OF LETTERS AND NUMBERS. YOURS WILL LOOK SOMETHING LIKE THIS:

B965F631-A8A0-4EFF-8145-D1698F3618D3).

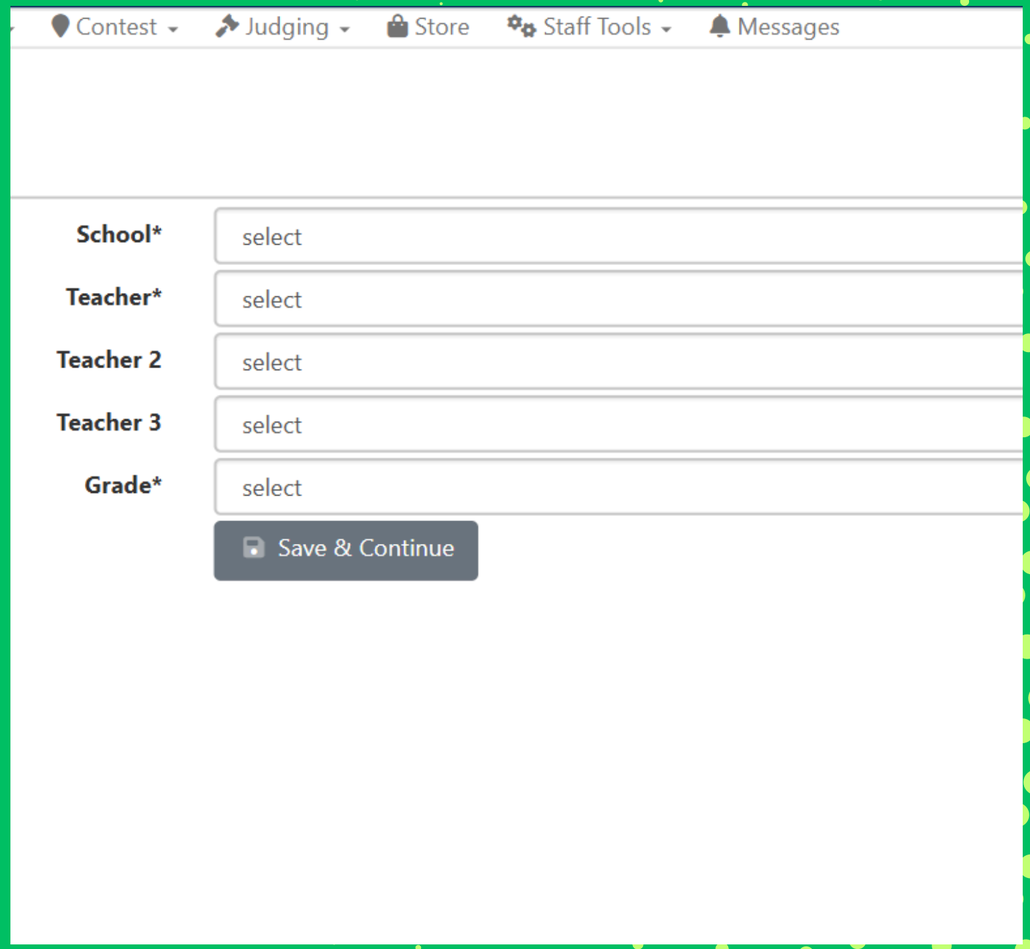
START YOUR ENTRY

- YOU WILL BE DIRECTED TO THIS PAGE.
- PLEASE COMPLETE THE FORM.

Q: WHAT IF I CAN'T FIND MY SCHOOL IN THIS LIST?

A: IT PROBABLY MEANS YOUR TEACHER HASN'T REGISTERED YET. ASK THEM TO EMAIL NJHISTORYDAY@WPUNJ.EDU TO SET UP THEIR SCHOOL ACCOUNT.

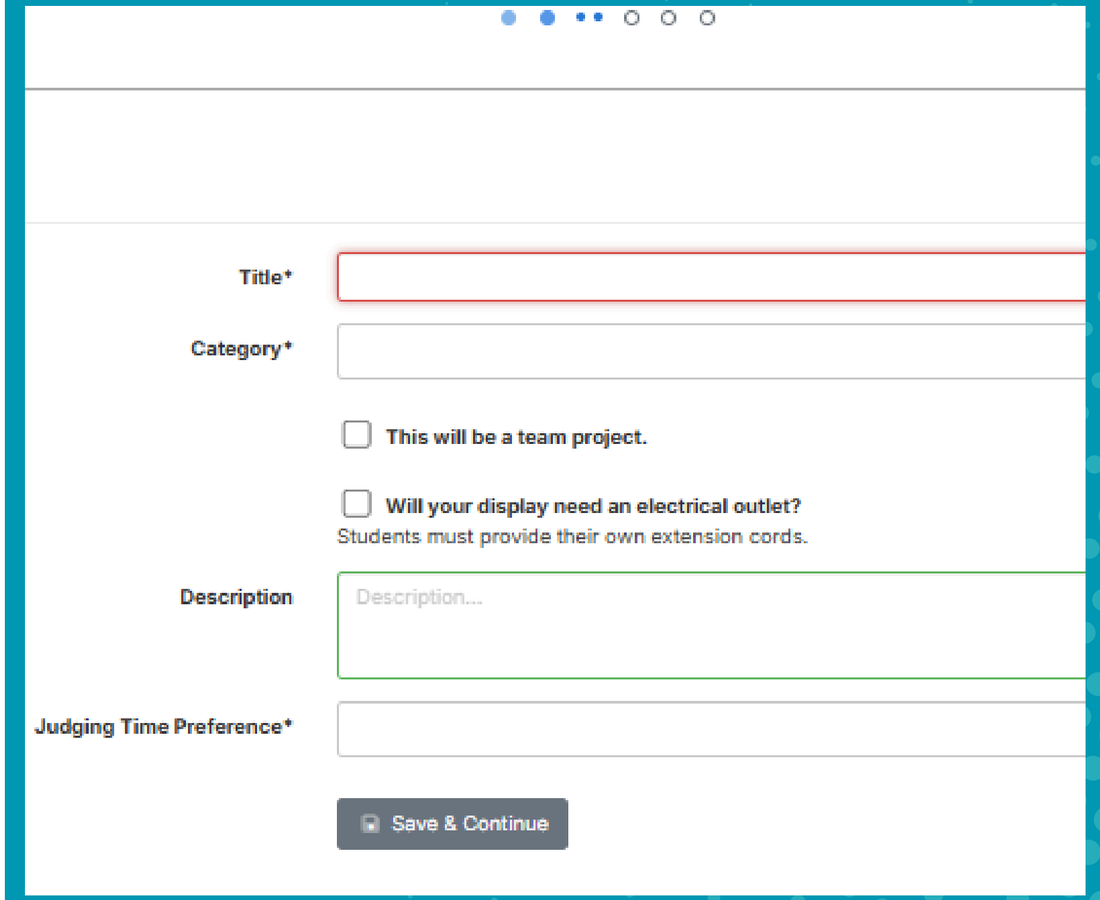


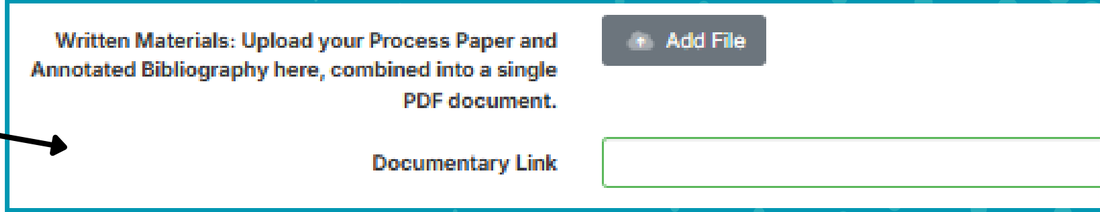


START YOUR ENTRY

- PLEASE COMPLETE THE FORM.
- CHOOSE A TITLE FOR YOUR PROJECT.
- CHOOSE YOUR PROJECT CATEGORY
  - DOCUMENTARY, EXHIBIT, PAPER PERFORMANCE, OR WEBSITE.
- ADD A DESCRIPTION OF YOUR PROJECT. THIS COULD BE YOUR THESIS STATEMENT, IF IT'S READY. IF NOT, DESCRIBE WHAT YOU ARE WORKING ON IN A FEW WORDS.
- DEPENDING UPON YOUR CATEGORY, YOU MAY BE PROMPTED TO UPLOAD A FILE OR A LINK
  - HERE'S AN EXAMPLE OF WHAT MAY POP UP







AGREEMENT

I understand there is a registration fee of 20.00 for which I am responsible.

I affirm that the entry submitted for competition was researched and developed during this school year. I have read the National History Day Rule Book and contest registration materials regarding policies governing student behavior and will conform to these rules. I understand that violation of these rules may result in the disqualification of my entry. I accept the decision of the judges as final. I have reviewed and understand the information presented above and acknowledge that my participation in National History Day is conditioned on my agreement with the terms and conditions outlined herein. I further understand that selecting "Yes" for each agreement and creating an account shall have the same force of law as my original signature and that I am not obligated in any way to make such agreement, except as a prerequisite to my participation in this program.

Yes, I agree

By indicating yes below, I agree to indemnify and hold harmless the State of Maryland, University of Maryland, College Park, its employees, agents and volunteers, in addition to National History Day, Inc., its affiliate programs, and its staff, trustees and sponsors, for any personal injuries or property damages arising out of my child's participation in the National History Day Contest. I also understand that by agreeing, I am certifying that my child understands what is involved in participation, and that I have freely and voluntarily allowed my child to participate and hereby agree to assume and accept any and all risks associated with his/her participation in the National History Day Contest.

Yes, I agree

I give National History Day, Inc., its affiliate programs, and its partners the unlimited right to use the voice, image, and/or name of me and/or my child for publicity, and/or in documentaries, or other education materials and media, including online. I also give National History Day, Inc., and its affiliate programs the right to use images of my/my child's project for teaching and example purposes, including online. If I choose "No," I acknowledge that NHD contest coordinators will do their best to ensure that I and/or my child is not photographed. However, due to the number of participants at the contest, this cannot be guaranteed. I am aware that I must remove myself and/or my child from group photography situations, and if necessary, speak to the photographer/media to request that I and/or my child not be photographed.

choose answer...

If no, why?

why...

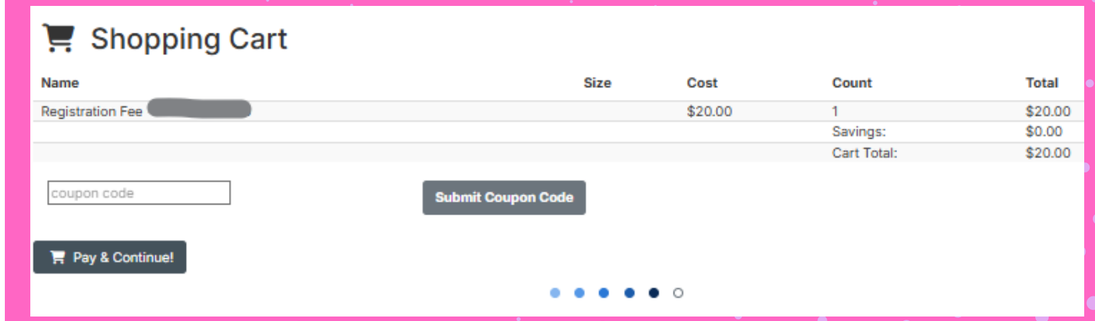
I have read the above statement and agree; I will follow the rules of this contest.

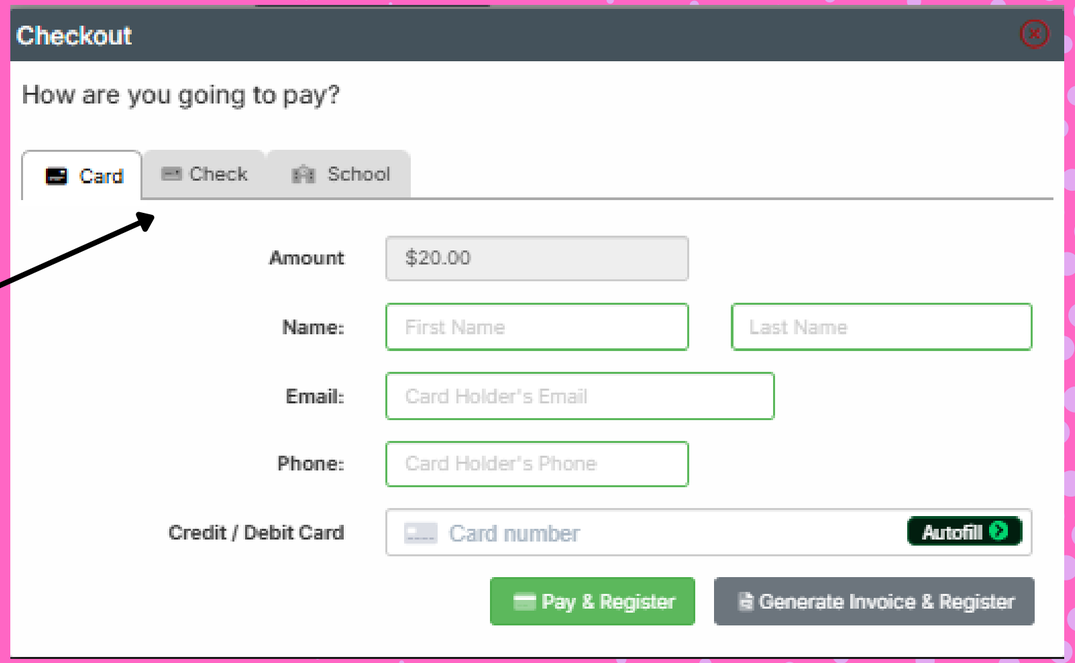
Save & continue

YOU WILL BE DIRECTED TO THIS PAGE.
PLEASE READ THE STATEMENTS AND COMPLETE THE FORM.

CONTEST FEE

- YOU'LL FIND A REGISTRATION FEE IN YOUR CART. THE PARTICIPATION FEE IS $20.00 PER STUDENT.
  - THIS ONE-TIME FEE COVERS THE COST OF ALL CONTESTS
- SOME SCHOOLS PAY FOR ALL STUDENT FEES. OTHER SCHOOLS ASK STUDENTS TO PAY INDIVIDUALLY. PLEASE ASK YOUR TEACHERS WHICH TO DO.
  - IF THE SCHOOL IS PAYING, INDICATE THAT BY CHECKING THE BOX ON THE PAYMENT SCREEN.
  - IF NOT, ENTER YOUR INFORMATION AND CLICK "PAY NOW."
- CLICK "PAY & CONTINUE" & SELECT HOW YOU WANT TO PAY. NJHD ACCEPTS CREDIT CARD PAYMENTS AS WELL AS CHECKS.
- KEEP AN EYE OUT FOR A CONFIRMATION EMAIL FROM ZFAIRS. SOMETIMES THEY ARE PREVENTED BY FIREWALLS. IF IT DOES NOT ARRIVE, YOU CAN STILL FIND ALL THE INFO IN THE CONFIRMATION ON YOUR HOME TAB.



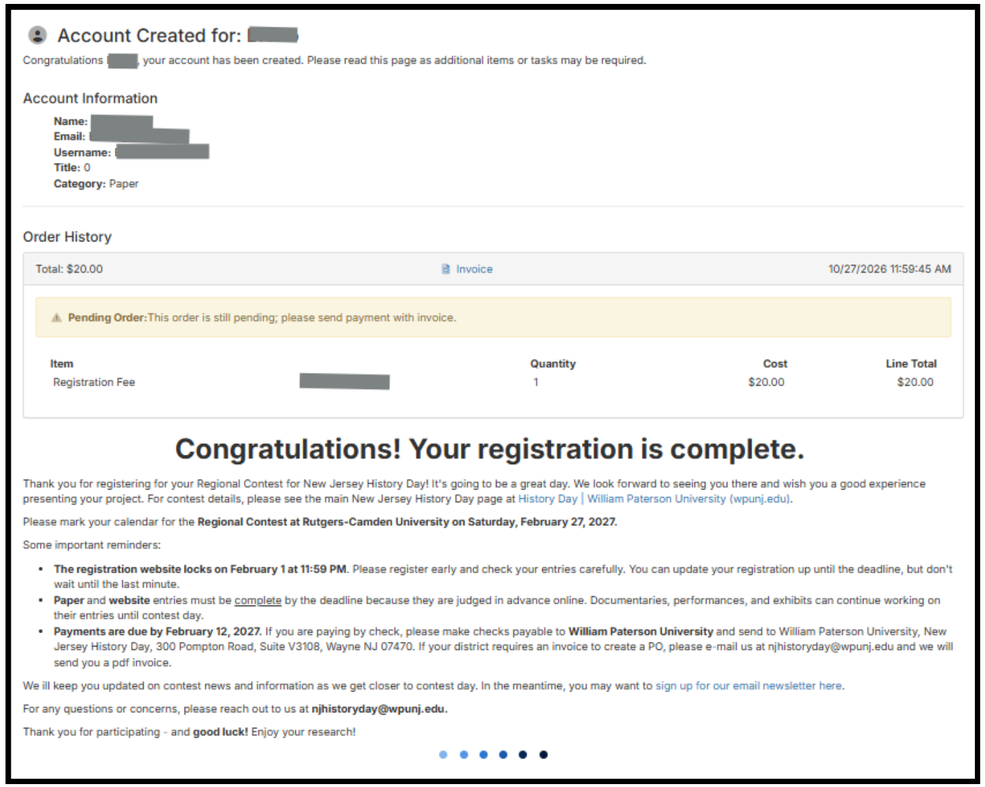




REGISTRATION COMPLETE

CONGRATULATIONS! YOU COMPLETED REGISTRATION.

THE FINAL PAGE SHOULD LOOK LIKE THIS!



Account Created for: [redacted]

Congratulations [redacted], your account has been created. Please read this page as additional items or tasks may be required.

Account Information

Name: [redacted]
Email: [redacted]
Username: [redacted]
Title: 0
Category: Paper

Order History

Total: $20.00 | Invoice | 10/27/2026 11:59:45 AM

Pending Order: This order is still pending; please send payment with invoice.

Item		Quantity	Cost	Line Total
Registration Fee	[redacted]	1	$20.00	$20.00

Congratulations! Your registration is complete.

Thank you for registering for your Regional Contest for New Jersey History Day! It's going to be a great day. We look forward to seeing you there and wish you a good experience presenting your project. For contest details, please see the main New Jersey History Day page at History Day | William Paterson University (wpunj.edu).

Please mark your calendar for the **Regional Contest at Rutgers-Camden University on Saturday, February 27, 2027.**

Some important reminders:

- **The registration website locks on February 1 at 11:59 PM.** Please register early and check your entries carefully. You can update your registration up until the deadline, but don't wait until the last minute.
- **Paper** and **website** entries must be complete by the deadline because they are judged in advance online. Documentaries, performances, and exhibits can continue working on their entries until contest day.
- **Payments are due by February 12, 2027.** If you are paying by check, please make checks payable to **William Paterson University** and send to William Paterson University, New Jersey History Day, 300 Pompton Road, Suite V3108, Wayne NJ 07470. If your district requires an invoice to create a PO, please e-mail us at njhistoryday@wpunj.edu and we will send you a pdf invoice.

We ill keep you updated on contest news and information as we get closer to contest day. In the meantime, you may want to sign up for our email newsletter here.

For any questions or concerns, please reach out to us at **njhistoryday@wpunj.edu.**

Thank you for participating - and **good luck!** Enjoy your research!

NOTE: THIS ACCOUNT SELECTED “SCHOOL” AS THE PAYMENT METHOD, WHICH IS WHY THE ORDER IS PENDING.

YOU'RE DONE!

GET READY TO SHINE IN THE CONTEST.