

# MileSplit Onboarding Guide

## Claiming Team

1. If you do not already have an account, create a free one at <https://ok.milesplit.com/register> by entering an email address and password.
2. Select Coach and click continue.
3. Search for your team and select it

### Claim your school.

Your school may already have a profile on MileSplit.  
Search for it below to connect it to your account.

Lawrence North High School
●

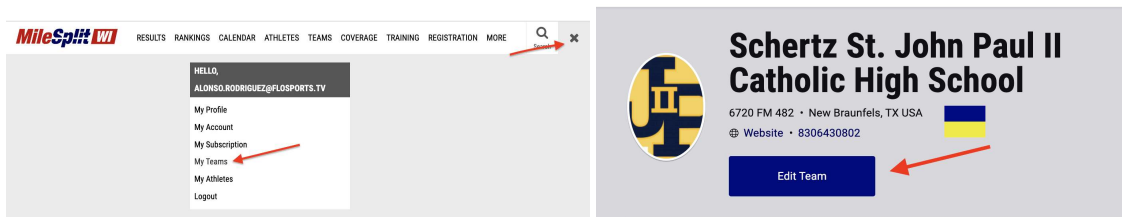
7802 Hague Road Indianapolis, IN, USA

Bedford North Lawrence High School
○

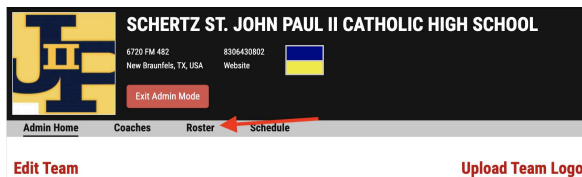
4. From here you can either return back to the MileSplit homepage or go straight to your team page.  
*Note: If you do have an account, go to [tx.milesplit.com/teams](https://tx.milesplit.com/teams), find your team, and submit a claim.*

## Editing Roster

1. Once your claim has been approved, go to your team page by hovering over the account and selecting my teams. Once you click on your team, click edit team.



2. Click on roster.



3. Add athletes to your roster using the add athlete module or the upload roster module on the right hand side.

**Roster**
Download Roster

**Add Athlete** | **Import Roster**

FIRST NAME:

LAST NAME:

GENDER:

HS GRAD YEAR:

SEASON:  XC  INDOOR  OUTDOOR

**Add**

SEASON:  GENDER:  HS GRAD YEAR:

Adjusting seasons is automatically saved and determines which athletes appear in meet registration.

LAST NAME	FIRST NAME	GENDER	GRADYEAR	XC	INDOOR	OUTDOOR
Alhaj	Nicolas	M	2025	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Atakan	Gizel	F	--	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ayers	Aurora	F	2024	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Black	Owen	M	2026	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bugarin	Valeria	F	2025	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Centeno	Alessa	F	--	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Da Silva	Roselynnne	F	--	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
David	Lucas	M	--	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>





- To activate athletes for the current season, check the boxes underneath the sport you wish to activate them for. Checking/unchecking boxes will autosave roster.

## Registering your Team

- Find the meet you'd like to register for on [ok.milesplit.com/calendar](https://ok.milesplit.com/calendar). Once you have, click the green register online now button on the meet page.

**Schedule**

Outdoor Track & Field ▼ 2022-2023 ▼

02/11	 St. Dominic Savio Early Bird Relays	Austin, TX	<a href="#">Results</a>
02/15	 Holy Cross Knights- Starter Meet	San Antonio, TX	<a href="#">Results</a>
02/25	 Baron's All-Relay Meet	San Antonio, TX	
05/23	 Test Meet	Oregon, WI	<a href="#">Open</a>

- Follow the wizard and hit next until you get to the events.
- Once you're at the events page, click into an event and select the checkboxes by each athlete to add them into an event. The athletes who have run an event before will be placed at the top with their seed times by their names. If you have a large team, use the search bar and type the first few letters of their name to reduce the athletes in your search. Once you have selected the athletes, click Save and Continue to access the next event. Keep going until all your entries have been added.

**Girls 100m Dash Entries**

No current entries.  
Please select from the roster to the right to add entrants to this event.

Event/Race Rules. You are allowed to enter up to 3 athletes in each race.

Missing athletes? Try the search or updating the roster. Athletes in the roster checked for Outdoor will appear.

0 out of 3 Maximum Event Entries

**Athlete Pool**

Search Athlete

**Recommended Athletes** ▼

- Madeline Seebeck 13.28
- Kaytlynn Lucio 14.20
- Brvnnleinh Miller 14.24