How to Register for
A Guide for Our Students
Splash Spring 2019
What is Splash?

- An educational program run by Stanford ESP
- Stanford ESP (Educational Studies Program) is a volunteer student group of Stanford University
Want to be a Student at Splash?

- Students must meet the **age and grade** requirements to participate (**see next slides**)
- No **restrictions** on school, area, or academic performance
- **No exceptions** (sorry!)
- *If you provide false information about your grade and/or age, then you will no longer be eligible to participate in Splash*

Email stanfordesp@gmail.com to make grade/DOB changes
Are you eligible to participate in Splash?

**FIRST:** Are you **at least** 12 years old?

**YES:** You *might* be able to attend Splash

**NO:** You may not attend Splash *(no exceptions)*

GO TO NEXT SLIDE
Are you attending school?

SECOND: Are you enrolled in grades 8-12?

YES: You may attend Splash!

NO: You may not attend Splash (no exceptions)

Are you homeschooled?

GO TO NEXT SLIDE
Are you homeschooled?

**SECOND**: If you follow a conventional grade standard: are you in grades 8-12 according to the program you follow?

- **NO**: You may not attend Splash (no exceptions)
- **YES**: You may attend Splash!

**OR**

**SECOND**: If you do not follow a conventional grade standard: are you at least 12 years old?

- **NO**: You may not attend Splash (no exceptions)
- **YES**: You may attend Splash!

You must answer **YES** to one of the above questions to be eligible to attend Splash (if homeschooled)
Want to be a Student at Splash?

- **Tuition fee** is $40 per student. There is no longer a sibling discount.

- **Tuition covers entire event**, no matter the number of classes taken or number of days attended.
Want to be a Student at Splash?

- Students **must** bring a **completed waiver** signed by a guardian or parent.
- This is a **legal** requirement by the University, **students without the waiver cannot participate in Splash**.
- **Waiver for Spring 2019** found here: [stanfordesp.org/waiver](http://stanfordesp.org/waiver)
  - Please note the **new medical portion**.
So How Do I Register?

- First, go to https://stanfordesp.org/ and make your own student account on our website

- Each individual student needs their own unique account

- Parents make parent accounts, parent accounts cannot register for Splash
So How Do I Register?

- A student account allows you to register as a participant at a Splash event by signing up for classes.
- You cannot sign up for Splash classes without a student account.
- Student accounts are notified of the start of each Splash registration period.
So How Do I Register?

Welcome to Splash!
Education for students, by students

Splash is the program that brings high school and middle school students from everywhere to Stanford's campus for a two-day learning extravaganza. Classes are taught by Stanford undergraduate students, graduate students, and postdoctoral associates.

See what it's all about

Want Updates? Create an account and we will keep in touch.
So How Do I Register?

Click here to access registration

SAVE THE DATE:
Splash Spring 2017 is April 22–23

Sign in or create an account above for account-specific details and links

For Splash Students
Click the "Learn" tab for more information.
→ Student Reg Guide

For Splash Teachers and Volunteers
Click the "Get Involved" tab for more information.

The Learn tab has all student-related info

Important registration dates and details:

Saturday, March 18: Course Catalog available by 12:00PM
Sunday, March 19: PHASE ZERO opens at 5:00PM
Saturday, March 25: PHASE ZERO closes at 11:59pm

Sunday, March 26: Phase Zero Results available and Class Lottery Phase opens at 5:00PM*
Saturday, April 1: Class Lottery Phase closes at 11:59pm*
Sunday, April 2: Class Lottery Results available and FCFS Phase opens at 5:00PM*
Saturday, April 8: FCFS Phase closes at 11:59PM*

*Only students selected in Phase Zero may proceed to the Class Lottery and FCFS phases
The Registration Process

Student registration is broken down into **three phases**:

0. **Student Lottery Phase (“Phase Zero”)**
   - Opens at **5:00pm** on **4/7**, closes at **11:59pm** on **4/13**
   - This is when you indicate interest in the program and enter a lottery to determine which students can register for the program

1. **Class Lottery Phase**
   - Opens at **5:00pm** on **4/14**, closes at **11:59pm** on **4/20**
   - This is when you set your preferences for classes

2. **First-Come First-Serve (FCFS) Phase**
   - Opens at **5:00pm** on **4/21**, closes at **11:59pm** on **4/27**
   - This is when you fill in the empty slots in your schedule with the remaining open classes
The Student Lottery Phase
“Phase Zero”
(4/7 – 4/13)
The Student Lottery Phase

Students express interest in the program

Students receive confirmation that they are entered into the student lottery

Lottery runs, randomly selecting students that are eligible to register for the program
The Student Lottery Phase

- This process is random, but fair
- Only students selected in the student lottery may proceed to register for the program and select class lottery preferences
- More details can be found here: stanfordesp.org/learn/phasezero-FAQ.html
- Please Note: There is absolutely no advantage to entering the student lottery exactly when Phase Zero opens
The Student Lottery Phase

Phase Zero (Student Lottery) for Splash Spring 2017
Welcome to Phase Zero, or the Student Lottery, for Splash Spring 2017. Any student that submits interest to the program before the end of phase zero will receive a lottery ticket. We will then select a random portion of these tickets that will then have guaranteed entry into the program. The class lottery and FCFS phases remain as they have been in previous programs. Only students selected in the student lottery may proceed to register for classes.

To enter the student lottery, please complete one of the two options below:

Just click this button...

Create a New Lottery Ticket
(Use this option if you want to start a new lottery ticket for yourself or for a group)

1) Just click the button below:

Create New Lottery Ticket

OR

Join an Existing Lottery Ticket
(Use this option if you want to join a ticket that someone else has already made)

1) Begin typing another student’s username below
2) Select the correct username
3) Click the button

Note: the student must already have a lottery ticket.

...or follow these instructions...
The Student Lottery Phase

Welcome to Phase Zero, or the Student Lottery, for Splash Spring 2017. Any student that submits interest to the program before the end of phase zero will receive a lottery ticket. We will then select a random portion of these tickets that will then have guaranteed entry into the program. The class lottery and FCFS phases remain as they have been in previous programs. Only students selected in the student lottery may proceed to register for classes.

This is confirmation that you are entered into our student lottery.

You are the only student in your lottery group.

No further action is required at this time.

If you would like to join a different lottery group, please click the button below for further instructions:

I Would Like To Join A Different Lottery Group

Have a sibling or a close friend you want to attend Splash with? Click here!

...then you are in the lottery!
If you clicked this button...

...put the other student’s username here...

...then click submit!
The Student Lottery Phase

Phase Zero (Student Lottery) for Splash Spring 2017

Welcome to Phase Zero, or the Student Lottery, for Splash Spring 2017. Any student that submits interest to the program before the end of phase zero will receive a lottery ticket. We will then select a random portion of these tickets that will then have guaranteed entry into the program. The class lottery and FCFS phases remain as they have been in previous programs. Only students selected in the student lottery may proceed to register for classes.

This is confirmation that you are entered into our student lottery.

The following students are in your lottery group:

rweasley (grade 8)
hgranger (grade 7)
hpotter (grade 10)
dmalfoy (grade 7)

Note: Your lottery group is at the maximum size (4)

No further action is required at this time.

If you would like to join a different lottery group, please click the button below for further instructions.

I Would Like To Join A Different Lottery Group

Your lottery info should now be updated!

Made a mistake? Just click this button again
The Class Lottery Phase
(4/14 – 4/20)

(Click for Video Tutorial)
The Class Lottery Phase

Students pick **interested** and **priority** classes

Lottery runs, **randomly** enrolling students in classes they marked as interested

Lottery results released, students have a **preliminary schedule**
The Class Lottery Phase

- This process is random, but fair

- Students specify all the classes they would be interested in taking per timeslot (e.g. 10 AM – 10:45 AM on Saturday)

- You can express interest in (star) as many classes as you want (Step 1, page 24)

- Students can choose up to 3 priority classes per timeslot (Step 2, page 25)

- Don’t forget to do both steps!

- Only students selected in the student lottery phase may register during this phase
The Class Lottery Phase

1. **Star classes that interest you** by checking categories.
2. **Filter** classes by checking categories.
3. Click "Save and continue" when you are done.
The Class Lottery Phase

For each timeslot...

Step 2 - Rank the top classes for each time

Lunch is selected in the FCFS phase

...choose your top 3 classes

To improve your chances of getting into classes you are interested in, you should star classes and choose your top choice for EVERY timeslot.
The Class Lottery Phase

Choose your top 3 choices from the dropdown menu

Make sure you click “Save and continue” when you are done

Your starred classes are shown below

Click here to also see classes you didn’t star in Step 1

You won’t have any classes to choose from if you didn’t star any classes that are during this timeslot in Step 1
The Class Lottery Phase

- As long as students input their class preferences by the time the lottery closes (4/20), all registered students are considered equally for classes.

- Preferences are submitted each time you click “Save and continue”.

- If you think you submitted class lottery preferences, log on to stanfordesp.org and check that you see your preferences on the “Class Lottery Registration” link.
The Class Lottery Phase

- You are **NOT** automatically enrolled in classes you pick during the lottery phase.

- The lottery must place you in a class for you to be enrolled during this phase.

- You will **never** be placed in a class you didn’t **star** or didn’t set as one of your **top 3 choices**, so make sure to star as many classes as possible (10+ per slot).
The Class Lottery Phase

Results of the lottery will be available by 5pm on April 21st.

Your preliminary schedule (with classes you received) is at the bottom of the “Choose Classes” page.

These are your enrolled classes.

These time slots are still empty.
Didn’t Get a Class You Wanted to Take?

- Unfortunately, the lottery is random so sometimes the odds are against you.

- Some classes have only a small number of open spots (10-20) and hundreds of students who are vying for those spots.

- You could receive few classes in the lottery if you do not select many (10+) classes as “interested.”
The First-Come First-Serve (FCFS) Phase (4/21 – 4/27)

(Click for Video Tutorial)
The First-Come First-Serve (FCFS) Phase

- After the lottery has run, **FCFS** will open and students can enroll themselves in classes that still have open seats.

- You can also remove yourself from classes you are already enrolled in (careful, you can’t undo this!)

- Other students may drop classes you are interested in; check back periodically for new openings.

- Any changes you make are **final**, so think before changing your schedule!

- **No new students** may register during this phase.
The FCFS Phase

Enroll in as many open classes as you like!

If you want to drop a class, click “remove”

You can’t add a class to a timeslot in which you are already enrolled in a class

Click “add class” to add a class to an empty timeslot

A class that says “Continued” means it lasts longer than a single timeslot

<table>
<thead>
<tr>
<th>Saturday, November 07</th>
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<tbody>
<tr>
<td><strong>Sat 10am-11am</strong></td>
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<tr>
<td><strong>Sat 11am-12pm</strong></td>
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<td><strong>Sat 12pm-1pm</strong></td>
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<td><strong>Sat 1pm-2pm</strong></td>
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<td><strong>Sat 2pm-3pm</strong></td>
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<td><strong>Sat 3pm-4pm</strong></td>
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<td><strong>Sat 4pm-5pm</strong></td>
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<td><strong>Sat 5pm-6pm</strong></td>
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<table>
<thead>
<tr>
<th>Sunday, November 08</th>
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<tbody>
<tr>
<td><strong>Sun 10am-11am</strong></td>
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<td><strong>Sun 11am-12pm</strong></td>
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<td><strong>Sun 4pm-5pm</strong></td>
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<tr>
<td><strong>Sun 5pm-6pm</strong></td>
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</tbody>
</table>
Lunch

- Lunch is **included** in the $40 tuition
- Lunch tickets will not be provided/sold, however students **MUST** wear their **nametags** to get food on **BOTH DAYS**
- Lunch is provided at **either 12 PM or 1 PM**
### Lunch

Sign up for lunch just like normal classes

<table>
<thead>
<tr>
<th>Task</th>
<th>Status</th>
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</thead>
<tbody>
<tr>
<td>Update Your Profile <em>(required)</em></td>
<td>✔️</td>
</tr>
<tr>
<td>Student Registration Phase Zero <em>(required)</em></td>
<td>✔️</td>
</tr>
<tr>
<td>Sign up for Classes <em>(required)</em></td>
<td>✔️</td>
</tr>
<tr>
<td>Financial Aid Application</td>
<td>✗</td>
</tr>
</tbody>
</table>
Financial Aid

- One of the goals of Splash is providing accessible education
- If our tuition fee is a barrier to your participation due to financial hardship, you can apply for financial aid on our website
- The application is available during the FCFS phase (starting April 21)
Financial Aid

Update Your Profile *(required)*

Student Registration Phase Zero *(required)*

Sign up for Classes *(required)*

Financial Aid Application

Click here to access the financial aid application
Financial Aid

Splash Fall 2016 Financial Aid Request Form

Financial limitations should not prevent anyone from participating in Splash. If this program is difficult for you and your family to afford, please apply for financial aid and we will do our best to accommodate you. Partial and complete scholarships are available, depending on need. We will take a look at your situation and notify you of our decision before the start of the program.

Please complete this form to request financial aid for Splash Fall 2016. You can always Save Progress to keep your work and return to this page at any time to continue filling it out. Once you’re finished, please let us know by clicking Complete. If you’ve finished filling out the form, but you discover that information on the form is inaccurate or you wish to cancel the application, click Mark as Incomplete.

All information is completely optional. However, the better we can understand your current need, the easier it is for us to grant financial aid when necessary (and determine an appropriate amount).

Financial Aid Request for

I qualify for free/reduced lunch at school

What is your annual household income (to the nearest $1,000)?

Please describe your family’s financial situation

Someone other than the student filled out any part of this form

Please provide as much info as possible on this form
The FCFS Phase

If you accept your final schedule and intend to attend Splash, click “CONFIRM” at the bottom of the screen when logged in.
On the Days of Splash

- All students **must check-in** at Splash starting from **9 AM**
- Students must have a **completed waiver, the tuition fee, and a valid ID***
- Students will also receive a nametag
- Your nametag is your **ticket to lunch!**

*Student ID is preferred, original or copy is fine, this is to verify a student’s grade and/or age
Paying for Splash

• Students have two options for payment:
  1. **Prepayment through Eventbrite**
     • More details will be distributed via email
  2. **Cash or check** at student check-in

• Checks must be made out to “**Stanford Educational Studies Program**” (our student group)
Questions? Contact Us

• FAQs can be found here: stanfordesp.org/about/faq-general.html

• We are best reached by email at stanfordesp@gmail.com (please be as descriptive as possible)