

Junior Shooting Sports Program Civilian Marksmanship Program (CMP) Number Registration

For scoring and posting scores, all shooters are required to register with The Civilian Marksmanship Program if they, a coach or parent have not already done so. The cost is free. If a shooter has registered once, there is no need to register again as the registration number remains with the shooter for life. If the shooter is unsure of their CMP Number, see step 3 below.

How to register:

1. Go to www.thecmp.org in a browser.
2. Select *Competition Tracker* in the menu tab towards the top of The CMP homepage.
3. First check to see if the shooter already has a CMP Number by selecting Quick Competitor Number Lookup in the Dashboard (Under the *Welcome to Competition and Club Tracker!* heading)
4. Input *Last Name, First Name, and Date of Birth*
 - a. If no results found, then select the Login/Register tab at the top of the page
5. Under the Login Area, select the link *Don't have a login? Register for one today!*
6. Select I don't have a competitor number, or I can't remember it
7. Step 1: Input *First Name, Last Name, Date of Birth* (mm/dd/yyyy), then select next
8. Step 2: The search result should have come up blank (if it did return with the correct shooter's name and information, select that person)
 - a. Select *I'm a new member. Create a new registration for me.*
9. Fill in the appropriate required fields (anything stating optional is optional) on the form
 - a. Create a *User Login* no more than 10 characters
 - b. Create a *Password* a least 8 characters long and contains at least 1 non-alpha (number or special character)
 - c. The shooter's *First* and *Last Name* should have been pulled in from the Step 2 (any changes or additions can be made here from the drop down including the addition of a Middle Name)
 - d. The *Date of Birth* format will most likely be needing correction. It may list the DOB as *yyyymmdd*. Please correct to *mmddyyyy*.
 - e. A *Primary Email address* is required.
 - f. *Gender* is not required but you may select the appropriate field for the shooter.
 - g. A *Primary Mailing Address* is required. Fill out appropriately.
 - h. Every other field, with the exception of *Email Opt In* and *Mail Opt In* are optional.
 - i. If you wish to receive emails or mail from The CMP, leave the fields *Yes*. If not, select *No* for both.
 - i. When the form is filled with the minimum required fields, select *Register* on the bottom of the form. If the Username has not been taken, you will receive a *Registration Complete* message with *Congratulations*.
 - i. If you receive an error message, correct the necessary field (s).
 - j. In the upper right-hand corner will read *Welcome (name of the shooter), Comp #xxxxxx*.
 - i. The number will be the shooter's number for their lifetime for any CMP sanctioned match.

Remember the Login information because Account Information can be changed or added to through the *My Account* portal in the Dashboard.