

# HiMCM/MidMCM: Registration Walk Through

**NOTE:** This article accompanies, but does not replace the official Rules, Registration, and Instructions found at the contest website ([www.himcmcontest.com](http://www.himcmcontest.com) or [www.midmcm.com](http://www.midmcm.com)). Please ensure you understand and follow the rules and procedures outlined on the contest website.

**Introduction.** The purpose of this article is to assist and guide advisors participating in the *High School Mathematical Contest in Modeling* (HiMCM) and the *Middle Mathematical Contest in Modeling* (MidMCM). In the article, COMAP provides information about the contest registration process.

COMAP'S **High School Mathematical Contest in Modeling (HiMCM)** and **Middle Mathematical Contest in Modeling (MidMCM)** are international contests designed to provide high school and middle school/level students with the opportunity to work as team members to engage and improve their modeling, problem solving, and writing skills.

Teams apply mathematics to model and develop a solution to a real-world problem. Each team can have up to four students and there is no limit on the number of teams a school can register for each contest. Some teachers use the contest as part of a mathematics or modeling course, some as an extracurricular math club activity, and some simply encourage student teams to participate just for fun. Please share this information with all mathematics teachers, as well as other high school and middle school/level educators (science, technology, engineering, etc.).

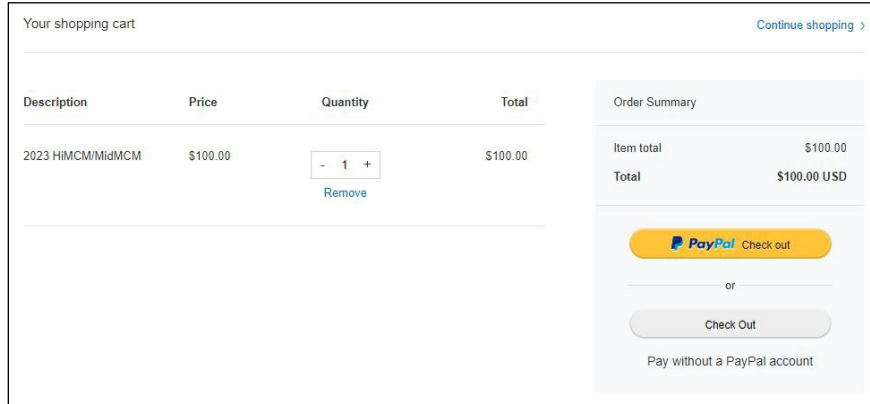
**Participants.** To participate in HiMCM, up to four (4) high school (or below) students from the same school form a team. Each team must have a faculty advisor from their school. There is no limit to the number of teams a school may register and no limit to the number of teams an advisor may advise. The advisor must complete the registration process for each team.

To participate in MidMCM, up to four (4) middle school/level age students 14½ years of age or below from the same school form a team. If any one of the team members is older than 14½ years old at the start of the contest, the team can still compete, but must do so in the HiMCM only. Each team must have a faculty advisor from their school. There is no limit to the number of teams a school may register and no limit to the number of teams an advisor may advise. The advisor must complete the registration process for each team.

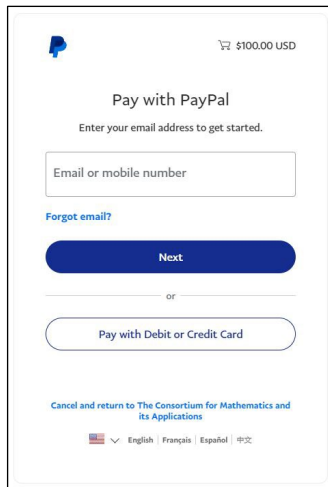
**Advisor.** Any faculty or staff member at the students' school can fulfill the role of advisor. The advisor will act as the main point of contact for the team and will help ensure the team follows the contest rules and regulations. The advisor does not have to be from the mathematics department. An advisor can serve as the faculty/staff advisor to multiple teams. At no time can a student act as the team advisor.

**Registration.** The registration fee for HiMCM and MidMCM is \$100 per team. Please register only the teams that will take part in the contest. Registration fees are non-refundable. We accept payment via Credit Card, and payment must be made via our secure web site. We regret that we are not able to accept other payment forms. After we confirm your payment, the advisor will be able to continue the registration process. Be sure to print or save the page that displays your **PayPal** order number, as you will need this to continue the registration process. Additionally, this is your transaction receipt. **Example: PayPal Transaction ID: 4147642012863986**

**Online Payment.** The first step is to purchase your teams online. COMAP uses PayPal as its payment processor. You can change the quantity of teams by using the plus (+) sign to add more teams to your cart.

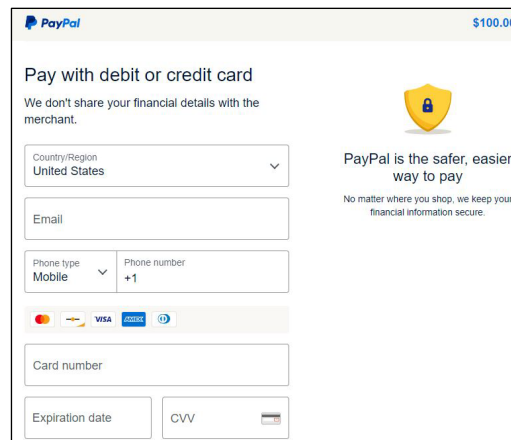


You can pay for your teams by using a PayPal account or by using a credit card. To use a PayPal account, click on PayPal Check out. To use a credit card, click on Check Out. You will then be prompted with the screen below.



To pay with a PayPal account input your PayPal email address and click Next.

To pay with a credit card click Pay with Debit or Credit Card.

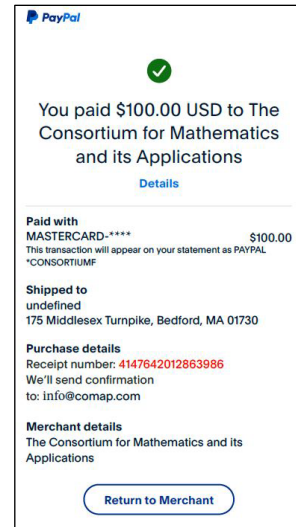


You can now input your payment information and finalize your payment. Once your payment is complete you will see the page on the right.

Be sure to print or save the page that displays your **PayPal** receipt number, as you will need this to continue the registration process. Additionally, this is your transaction receipt.

Example: PayPal Transaction ID: 4147642012863986

You should now click on [Return to Merchant](#) to be forwarded to the advisor registration page.



**After Your Successful Payment.** You are now ready to register as a HiMCM/MidMCM Advisor. Be sure to fill in all the requested information using English characters. In the *PayPal order number* field type in the **receipt number**, you received after payment.

Advisor Registration

NOTE: Be sure to use an email address that you check regularly, and one that will be active throughout the contest period. The email address you enter will be where you receive your registration confirmation and all contest notifications.

Advisor Name:

Institution:

Department:

Address 1:

Address 2:

City:

State/Province:  Postal Code:

Country/Region:

Office Phone:

Advisor Cell Phone:

PayPal order number:

Email:

Password:

Confirm Password:

Click [Submit](#) to continue and review your information.

Here is the information you entered:

**Advisor Name:** COMAP  
**Institution:** COMAP  
**Department:** Mathematics  
**Address 1:** 175 Middlesex Turnpike  
**Address 2:** Suite 3B  
**City:** Bedford  
**State/Province:** MA **Postal Code:** 01730  
**Country/Region:** USA  
**Office Phone:** 7818627878  
**Advisor Cell Phone:** 7818627878  
**PayPal order number:** 1234  
**Email:** test@comap.com  
**Password:**

Is this correct?

If all the information is correct, click [Yes](#) to continue if you need to make changes click [No](#).

The next step is to agree to the terms of the contest. Note that in agreeing to the terms of the contest that you have received permissions from a parent/guardian of each student participant.

Parental permission forms are found at

[https://www.contest.comap.com/highschool/contests/himcm/parental\\_permission.html](https://www.contest.comap.com/highschool/contests/himcm/parental_permission.html)

I affirm that my team(s) will abide by all of the rules of the contest, will not violate the 14-day contest window, and will not consult with anyone outside of their own team members in developing the Solution Paper.

I affirm that all Middle Mathematical Contest in Modeling (MidMCM) team members meet the 14½ or younger age requirement.

I affirm that I have received permission from a parent/guardian of each team member for the student to participate in the Consortium for Mathematics and its Applications (COMAP) High School Mathematical Contest in Modeling (HiMCM) and/or Middle Mathematical Contest in Modeling (MidMCM). I certify each parent/guardian gave permission to disclose the student's name in the January 2022 HiMCM/MidMCM Press Release, to publish all or a portion of the resulting team Solution Paper in the COMAP Consortium newsletter, and to release this information to local newspapers, radio or television outlets in recognition of the student's achievement.

COMAP is the final arbiter of all rules and policies, and may disqualify or refuse to register any team that, in its sole discretion, does not follow contest regulations or requirements.

Click **Yes, I Agree** to continue.

You have now been registered as an advisor for the HiMCM/MidMCM contest. Click on the link below to confirm your email address:

[Click Here To Confirm Your Email Address](#)

If you have any problems with this process, send an email to [himcm@comap.com](mailto:himcm@comap.com). Be sure to include your advisor email address.

Thank you,  
The HiMCM/MidMCM Contest Administrator

The final step to register as an Advisor is to confirm your email address by clicking **Click Here To Confirm Your Email Address**. You have now successfully registered as an Advisor and can login.

To continue the registration process, please login with your email address and the password you chose when you registered:

**Email:**

**Password:**

To login, enter your email address and the password you choose during registration and click **Login**.

Upon your first login, you will see the Advisor home screen shown below (No teams registered). As you register teams, this screen updates to show the teams you have registered. From this screen you can Update Advisor Data, Register a New Team, and Logout.

**Registered Advisor**

**Advisor ID:** 3589  
**Name:** COMAP  
**Email:** no@comap.com

You currently have no teams registered. To register a team, click the "Register a New Team" button.

HiMCM  MidMCM

To register a team, select the type of team you are registering; a HiMCM or MidMCM team, and then click on **Register a New Team**.

Each team is assigned a unique Team # as shown in the window below. Note that each team must have a team number to compete and team numbers cannot be shared.

You have now registered a new team; the team's control number is 11482.

To specify the members of your team, click on the "Enter/Edit Data for Team #11482. If you don't specify the members now, you can do so later.

[Enter/Edit Data for Team #11482](#)

[Return to Advisor Home Page](#)

Click [Enter/Edit Data for Team #](#) button to input or edit your team information (students names, contest, problem selection).

**Team Control Number:** 11482  
**Contest:** HiMCM  
**Problem Selected:** (none)

[Choose/Change Contest](#)

[Enter/Edit Team Members](#)

[Choose/Change Problem Selection](#)

Before you can print your team's Summary Sheet, you need to:

- Enter at least one team member
- Select which problem your team will solve

[Return to Advisor Home Page](#)

[Logout](#)

Click [Choose/Change Contest](#) to change the team's contest choice (HiMCM or MidMCM) and then click [Submit Choice](#) to update and return to the edit your team information page.

HiMCM  MidMCM

[Submit Choice](#)

Click [Enter/Edit Team Members](#) button to input your team members' information and then click [Submit Changes](#) to update and return to the edit your team information page.

**Team Control Number:** 13596  
**Contest:** HiMCM  
**Team Member List**

Student Name 1	Age	Gender	Race	Ethnicity	Email (optional)
1. <input type="text"/>	<input type="text"/>	<input type="text" value="Select Gender"/>	<input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White <input type="checkbox"/> Unknown <input type="checkbox"/> Prefer Not to Answer	<input type="text" value="Select Ethnicity"/>	<input type="text"/>

Click [Choose/Change Problem Selection](#) to make your problem choice when the contest problems go live. Remember that HiMCM teams may only choose HiMCM Problem A or B. MidMCM teams may choose the MidMCM Problem C, or either of the HiMCM Problems A or B.

HiMCM teams can choose from Problem A or Problem B as shown below.

Please select your problem.

**Team Control Number:** 11482  
**Contest:** HiMCM  
**Problem Selected:** (none)

Use the checkboxes below to select or change the problem selection for your team, and click on the "Submit Choice" button to submit your selection.

A  B

MidMCM teams can choose from Problem A, Problem B or Problem C as shown below.

Please select your problem.

**Team Control Number:** 11482  
**Contest:** MidMCM  
**Problem Selected:** A

Use the checkboxes below to select or change the problem selection for your team, and click on the "Submit Choice" button to submit your selection.

A  B  C

Click [Submit Choice](#) to update and return to the edit your team information page. Once you have made your problem selection you will now have a new option [Print Team Summary Sheet](#).

**Team Control Number:** 10487  
**Contest:** HiMCM  
**Problem Selected:** B

You can click on [Print Team Summary Sheet](#) to view and save a Summary Sheet with your team information prepopulated.

**2021**

**High School Mathematical Contest in Modeling (HiMCM) & Middle Mathematical Contest in Modeling (MidMCM)**  
**Summary Sheet**  
(Please make this the first page of your electronic Solution Paper.)  
**Team Control Number:** 10487  
**Problem Chosen:** B

Do not include the name of your school, advisor, or team members on this or any page.  
Papers must be submitted as an Adobe PDF electronic file, and typed in English, with a readable font of at least 12-point type. Papers must be within the 25 page limit.

Teams can also download a generic Microsoft Word Summary Sheet. Teams must update this document to reflect their team control # and the problem they selected. Advisors must still login and indicate each team's problem choice on their Advisor Page.

Once you have updated each team's information, you may choose [Return to Advisor Home Page](#) to see a listing of your teams or [Logout](#) to leave the Advisor site. You may return to your Advisor Home Page as often as you choose to add additional teams and/or update information. Once the contest begins, you cannot change Team Members, but can choose or change the team's problem selection.

The screen shot below shows an Advisor Home Page for an Advisor with multiple teams registered for the MidMCM and HiMCM.



The screenshot displays the 'Registered Advisor' interface. At the top, it shows the advisor's details: 'Advisor ID: 3107', 'Name: COMAP', and 'Email: info@comap.com'. Below this, it states 'You currently have 3 teams registered:'. There are three rows of team management buttons: the first row for team #10487, the second for #11444, and the third for #11445. Each row contains an 'Enter/Edit Data for Team' button and a 'Delete Team' button. At the bottom left, there is a 'Register a New Team' button followed by radio buttons for 'HiMCM' and 'MidMCM'. Below that is an 'Update Advisor Data' button, and at the very bottom is a 'Logout' button.

If you need assistance or have questions during the contest registration process, please email [himcm@comap.org](mailto:himcm@comap.org).