**Step 1.** Go to the ORQE Asian Division Website: <u>https://asia.iac-exams.com</u> **Step 2.** Click on Sponsor Registration



## Step 3. Complete the Registration Form

Step 4. You may need to add your school if it's not on the list

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← → C ( asia.iac-exams.com/register-as-sponsor		07	☆	s :
International Academic Cempetitions Home Take an Exam FAQ	Login			
Sponsor Registration				
Tell us about yourself! First Name: Suopeng				
Last Name: Gao				
Email Address: suopeng@iacompetition				
Password				
Now tell us about your school:				
Select your school Search for School				
Select your relationship to the school selected above: Administrator				

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$\leftrightarrow$ $\rightarrow$ C $($ asia.iac-exams.com/register	er-as-sponsor		<b>0-</b> Å	s	) ÷
Sponsor	Registration				
	Enter School Info	×			
Tell us about					
First Name: Suopeng	School Name:				
Last Name: Gao	Town/City:				
Email Address: gaos	Country / Territory:				
Password ·····	State / Province: 💌				
	ZIP/Postal Code:				
Now tell us	Add Your School				
Select your school					

Step 5. Select the number of expected students you expect per event.

**Step 6.** Confirm your account in your email (Be sure to check your spam folder just in case!)

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← → C	0	<b>n</b> ☆	<b>S</b> :
Email Address: suopeng@iacompetition Password			
Now tell us about your school:			
Select your school			
Hwa Chong Institution (, )			
Select your relationship to the school selected above: Administrator			
Preregistration			
Select the number of students you expect to register for Geography Bee: 10			
Select the number of students you expect to register for Science Bee: 10			
Select the number of students you expect to register for <b>Academic Bee:</b> 10			
Confirming your account: We ask that all new users to confirm their account by clicking a link we send to the email address you have provided. Please remember to double check your spam folder, just in case this email gets lost! You'll need to confirm your account to access the website.			
Complete Registration			
		_	
Welcome to the IAC Unline Regional Qualifying Exam D Intex ×			ß
do-not-reply@iacompetitions.com 1:11 PM (0 minutes ago)	$\overrightarrow{\Delta}$	*	:
to me 👻			
Welcome Suppend!			
Please confirm your registration by clicking the link below:			
Confirm My Account			
Thank you from all of us at International Academic Competitions!			
← Reply → Forward			

Step 7. Once your account is set up, go to Sponsor Hub.

Competitions	Home Take an Exam Sponsor Hub FAQ	gaosuopeng@gmail.com ▼
Thank you. Your email has been confirmed.		×
Welcome to the IAC Online Regional Qualifying Your students can come here to take the ORQ Parents and Teachers must first create a Spor Students from Mainland China are not eligit more information.	g Exam (ORQE) Portal! Es for the International Geography Bee, International Science Bee sor ID in order for their students to take the ORQEs. <b>Die to take these exams. For competitions in Mainland China</b> ,	r, and International Academic Bee. please visit our partner's website for
Sponsor Hub	Go to the Sponsor Dashboard	
	Need help with compthing? Try here!	

**Step 8.** Once your account is set up, go to Sponsor Hub and click on the Sponsor ID List tab. Provide your students with your Sponsor ID.

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← → C ( )	asia.iac-exams.com/sponsor	-hub						☆	S	:
	Internationa Cômpe	etiti@ns	Home Take an	Exam Sponsor Hub	FAQ		gaosuopeng@gmail.com ▼			
	Dashboard Home	Sponsor ID List My S	Students Exam	results Settings	Registe	er for Regional Finals				
	Sponsor	ID Hub								
	Sponsor ID	Active Status	School	Change		Preregister Students				
	SP0000022	True	IAC Asia	Make Changes		2021-2022: Pre-Re	gister more students			
						Geography Bee: 10 Stud	ents			
						Science Bee: 10 Student	s			
						Academic Bee: 10 Stude	nts			
	Do you have student another one. Create new Sponsor I	s representing multiple	schools / multiple	e home-school familie	s? You ca	an create <b>multiple</b> sponsor-i	ids. Click below to create			

Step 9. Students can use your Sponsor ID to register and take the exams.

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	International Acader Cempetitier	NIC Home Take an Exam FAQ Lo	gin
	Is this your first time Enter your Sponsor's ID here	to register:	
	SP0000022		
	Submit		
	Have you already reg student ID	istered with your sponsor? You can return to your exams with you	r
	Enter ID		
	Submit		
🔍 🔍 🔍 iac	Online Regional Qualifying × +		~
← → C ( ♠ a	isia.iac-exams.com/orge		☆ 💁 :
	Competitior	Home Take an Exam Sponsor Hub FAQ gaosuopeng@gmail.com	•
	You've entered the	ID for the following sponsor:	
	Sponsor Information:		
	Name:	Suopeng Gao	
	Sponsor ID:	SP0000022	
	School:	(,)	
	If this is the correc Please tell us some more abo Your Name:	t Sponsor: ut yourself:	
	Suopeng	Gao	
	Grade:		
	Junior Varsity (Sept 2005 to Augu	st 2007)	
	Competition Season: 2021-2022		
	Continue		

Step 10. Once students get their Player ID, they can take the exams.

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← → C asia.iac-exams.com/orqe			☆ 🌖 :
International Academic Cempetitions	ike an Exam FAQ	Login	
Welcome Please just confirm that everything here looks right:			
Remember to write down your Student ID!!! You can Your ID is: PL0000011	use this ID to check your results later, or come back and take a different ORQE exam.		
This is you:	This is your sponsor:		
Name: Suopeng Gao	Name: Suopeng Gao		
Player ID: PL0000011	Sponsor ID: SP0000022		
School: IAC Asia (Shanghai, Shanghai Shi)	School: IAC Asia (Shanghai, Shanghai Shi)		
Grade: Junior Varsity (Sept 2005 to August	2007)		
Click Here if this is information is correct Click her	re to start over		

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$\leftrightarrow$ $\rightarrow$ C $rac{1}{2}$ as	ia.iac-exams.com/orge-player		☆	s :
	International Academic Competitions Home Take an Exam FAQ	Login		
	Welcome Suopeng:			
	Remember to write down your Student ID!!! You can use this ID to check your results later, or come back and take a different ORQE exam.			
	Your ID is: PL0000011			
	Please select one of the following options:			
	Take the ORQE			
	View Exam Results and Regional Finals Qualification Status			
	Sign Off			

**Step 11.** Students can use their Student ID to take the exams at any time and to check your scores.

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International Academic Competitions Home Take an Exam Sponsor Hub FAQ gaosuopeng@gmail.com •			
Is this your first time?			
Enter your Sponsor's ID here to register:			
Enter ID			
Submit			
Have you already registered with your sponsor? You can return to your exams with your student ID			
Enter your Student's ID here to go back to your exams:			
PL0000011			
Submit			



