

# Organization and Team Registration

## Requirements and Process

Presented by:

**Emily Bruning**

Regional Support Manager

**Carol Kujawa**

Director of Regional Operations



ROBOTICS EDUCATION &  
COMPETITION FOUNDATION

**SUMMIT**

| VEX ROBOTICS PROGRAMS |



Building Futures Together

# Who is the REC Foundation?

The Robotics Education & Competition (REC) Foundation's global mission is to provide every educator with competition, education, and workforce readiness programs to increase student engagement in science, technology, engineering, math, and computer science.

We see a future where every student designs and innovates as part of a team, overcomes failure, perseveres, and emerges confident in their ability to meet global challenges.





# Agenda

Rationale

Requirements

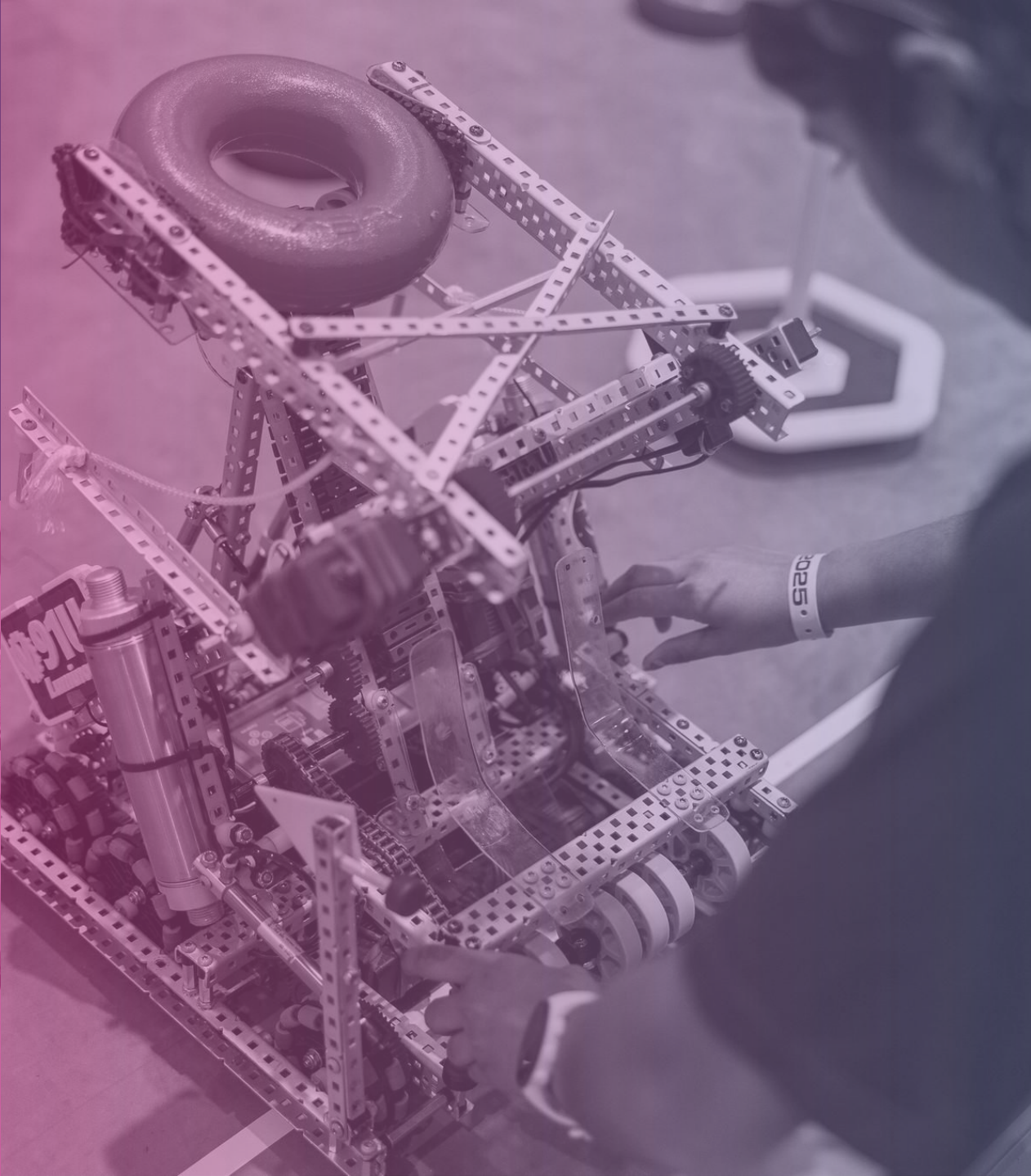
Process

01

02

03





# Rationale

## *Why These Changes?*

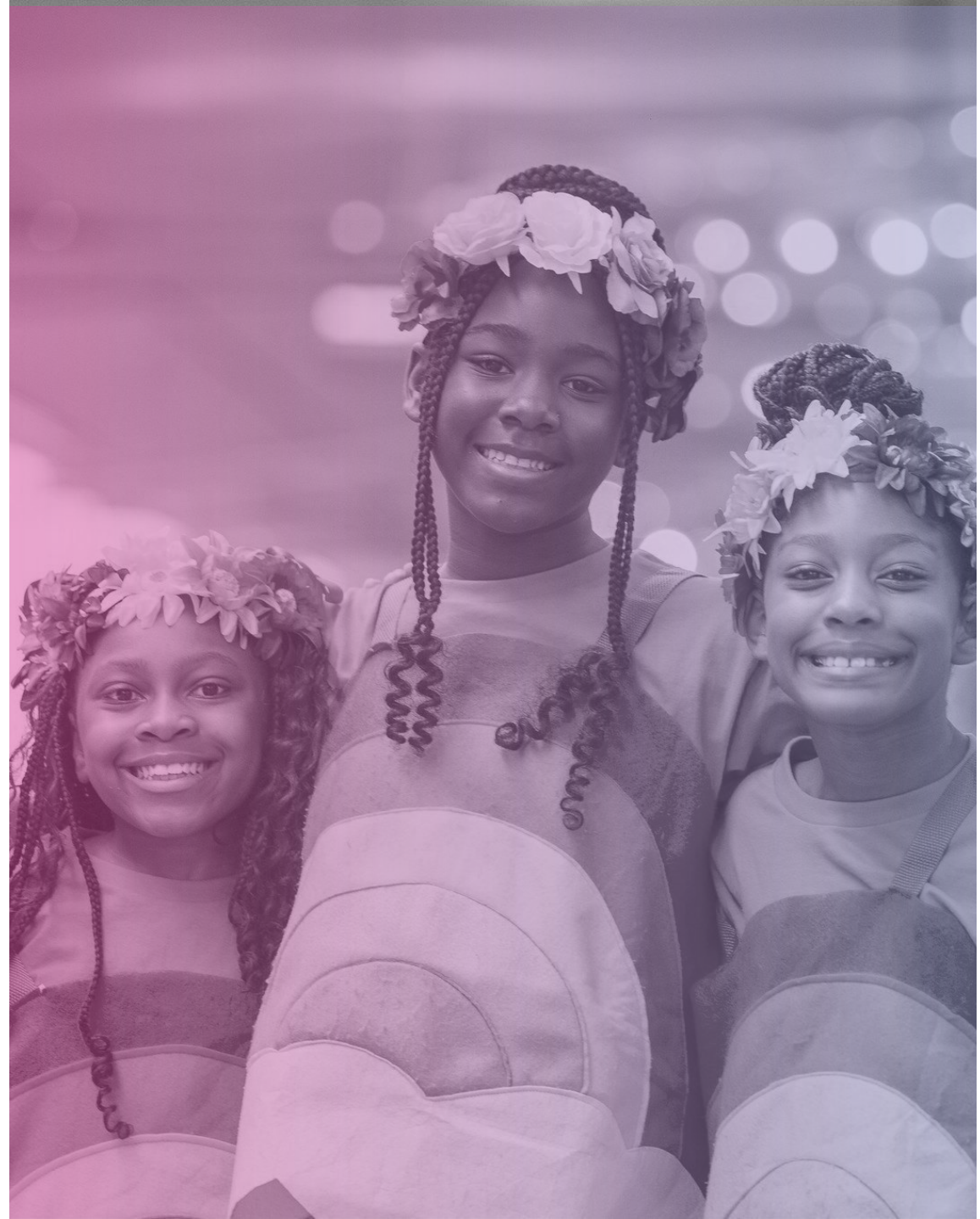
- Better adherence to the REC Foundation Organizational Policy
- Improved awareness of REC Foundation and VEX Robotics policies and documents
- More reliable/accurate data to identify school-based organizations
- Improved understanding of our community makeup
- Youth Protection improvements



# Requirements

## *What Needed to Change?*

- *Better adherence to the REC Foundation Organizational Policy*
  - organizational types defined in the wizard
  - criteria checkboxes to help determine organizational type
  - organizational policy acknowledgement
  - acknowledgement of our right to reclassify an organization and/or request additional verification
- *Improved Awareness of other REC Foundation and VEX Policies and Documents*
  - acknowledgements of the Code of Conduct and Student Centered policies, Game Manual, team contact definitions, and the Commitment to Coach Excellence





# Requirements

## *What Needed to Change?*

- *New School-Based Organization Initiatives required more reliable/accurate data and Protections of School-based Organizations*
  - upload of proof-of-organization documentation for school-based organizations (public, private, charter, university)
  - may bypass to finish registration, but must upload proof (and receive RSM approval) before being able to register for first event
- *Improved Understanding of Our Community Makeup*
  - upload of proof-of-organization documentation for community / non-profit organizations



# Requirements

## *What Needed to Change?*

- *Youth Protection Improvements*
  - Verification that all team contacts are adults (18 years+)
  - Event day emergency phone numbers required
  - No shared email addresses that could be students

**Intentionally Misrepresenting Organizational Type Could Result in a Code of Conduct Violation**



# RobotEvents > My Account

## REGISTER A TEAM

RobotEvents.com

Home | Competitions | Resources | Grants

en | Admin | **My Account** | Logout

My Account

Dashboard

Support / Contact Us

Account Information

Address Book

Event Cancellation Email Opt Out

Background Check:

Workshops & Camps

Grant Pre-Surveys

My Orders

Notifications 203

Welcome, Carol Kujawa

Season  
2025-2026

**+ Register a Team**

Registered Teams

Team Number:  Search

You don't have any teams registered in the 2025-2026 season.

Registered Events

Show 10 entries Search:

Registrant	Date	Event Code	Event Name	Price	Order Number	
Carol Kujawa	20-Feb-2025	RE-WORKSHOP-24-9586	REC Foundation Head Referee Webinar - February 20th	\$0.00	62331381 Paid	
Carol Kujawa	21-Nov-2024	RE-WORKSHOP-24-8970	REC Foundation Head Referee Webinar - November 21st	\$0.00	62293196 Paid	
Carol Kujawa	22-Aug-2023	RE-WORKSHOP-23-2960	Coach Clinic 2023-2024	\$0.00	62137612 Paid	
Carol Kujawa	7-Dec-2022	RE-WORKSHOP-22-0787	REC Foundation Judging Webinar and Q&A - December	\$0.00	62078425 Paid	
Carol Kujawa	26-Oct-2022	RE-WORKSHOP-22-9571	Aerial Drone Competition Judging 101 - Wednesday 10/26 - 7:15 pm Central Time - Hosted by the REC Foundation	\$0.00	62076167 Paid	
Carol Kujawa	18-Oct-2022	RE-WORKSHOP-22-0122	REC Foundation Judging Webinar and Q&A - October	\$0.00	62063369 Paid	
Carol Kujawa	24-Aug-2022	RE-WORKSHOP-22-8676	New Coach Clinic 2022-2023	\$0.00	62050742 Paid	
Carol Kujawa	23-Sep-2021	RE-WORKSHOP-21-4990	2021 Oklahoma Event Partner Meeting	\$0.00	61981363 Paid	
Carol Kujawa	7-Sep-2021	RE-WORKSHOP-21-4989	2021 Missouri Event Partner Summit Meeting	\$0.00	61981362 Paid	
Carol Kujawa	3-Sep-2021	RE-WORKSHOP-21-4982	2021 New Mexico Event Partner Summit Meeting	\$0.00	61981361 Paid	



# RobotEvents > My Account

## SELECT YOUR PROGRAM

RobotEvents.com

en

Admin

My Account

Logout

Home

Competitions

Resources

Grants

Team Registration Wizard

VEX Programs supported by the REC Foundation

☐ VEX IQ Robotics Competition Team Registration - VEX IQ Robotics Competition 2025-2026: Mix & Match

☐ VEX V5 Robotics Competition Team Registration - VEX V5 Robotics Competition 2025-2026: Push Back

☐ VEX U Robotics Competition Team Registration - VEX U Robotics Competition 2025-2026: Push Back

☐ VEX AI Robotics Competition Team Registration - VEX AI Robotics Competition 2025-2026: Push Back

Next

IFI

A SUBSIDIARY OF

INNOVATION FIRST

INTERNATIONAL

VEX and VEX Robotics are trademarks or service marks of Innovation First, Inc. Copyright ©2025. All Rights Reserved. VEX Robotics, Inc. is a subsidiary of Innovation First International, Inc.

All other product names / marks of others are the property of their respective owners. Patents and / or Patents Pending - innovationfirst.com/patents

Site Privacy Policy / Site Terms of Use / Software Privacy Policy / Accessibility Statement

f

t

i

y

# RobotEvents > My Account

## SELECT YOUR ORGANIZATION TYPE

**RobotEvents.com**

en | Admin | My Account | Logout

VEX IQ Robotics Competition 2025-2026: Mix & Match

1  
Organization Type

2  
Team

3  
Contacts

4  
Team Profile

### Select the Organization Type for the Team being registered

Organizations within a single REC Foundation program are defined by the location of the hosting school or group.

A School can be public, charter, or private, and is defined as an accredited full-time academic institution. Teams who are school-based must do all, or most of, the physical construction and programming of robots on the school campus, have a faculty member as the Team Coach, and be recognized by the school as meeting these criteria. Note: Teams that fall into this category must upload a letter.

- ☒ **Public School (K-12, Primary/Secondary)**
- ☐ **Charter School (K-12, Primary/Secondary)**
- ☐ **Private School (K-12, Primary/Secondary)**
- ☐ **University / College (Post Secondary)**
- ☐ **Community / Non-Profit Organization**

A community team is managed by or run through a non-school community organization such as 4-H, Boys and Girls Club, BSA or Girl Scout troop, Community Centers, etc. Community teams typically meet and work in a public or semi-public location such as a library, community center, or religious center, and students go to that location to participate as a team. While some community teams may include dues, the entity overseeing the organization is a not a for-profit entity. Community teams are generally open to enrollment by all students in the community they serve.
- ☐ **Paid STEM Enrichment Program**


Teams that fall into this category typically charge student registration fees, and are managed or run through a for-profit business entity. Student enrollment is typically done by paid subscription. Paid after school STEM enrichment programs and paid STEM education centers or services would fall under this category.
- ☐ **Private / Independent Team**

A private team typically does the majority of the robot construction and programming work in a private home. Private teams are generally comprised of friends or family members and do not have open enrollment. These are sometimes referred to as independent teams.





☒ I have read, understand, and will abide by the REC Foundation Organizational Policy [REC Foundation Organizational Policy](#)

☒ I understand that the REC Foundation reserves the right to reclassify an organization's type based upon available information.

Next

**REC FOUNDATION**  
A SUBSIDIARY OF INNOVATION FIRST

VEX and VEX Robotics are trademarks or service marks of Innovation First, Inc. Copyright ©2025. All Rights Reserved. VEX Robotics, Inc. is a subsidiary of Innovation First International, Inc.  
Product names / marks of others are the property of their respective owners. Patents and / or Patents Pending - innovationfirst.com/patents  
[Site Privacy Policy](#) / [Site Terms of Use](#) / [Software Privacy Policy](#) / [Accessibility Statement](#)





# RobotEvents > My Account

## CONFIRM YOUR ORGANIZATION TYPE

**RobotEvents.com**

Home | Competitions | Resources | Grants

en | Admin | My Account | Logout

VEX IQ Robotics Competition 2025-2026: Mix & Match

1 Organization Type Confirmation 2 Team 3 Contacts 4 Team Profile

### Confirm Organization Type

You have selected: **Public School (K-12, Primary/Secondary)**

Do you meet the following criteria? Check each box to indicate that you meet each criteria

- ☒ All or most of the designing, physical construction, and programming of robots is done on school grounds.
- ☒ A faculty member of the school or an authorized school liaison or representative of the school serves as the primary team coach, and supervises teams during robot building and during competition events.
- ☒ The Administration/Organization contact has a verified school email address.
- ☒ The team is officially sponsored/supported by the school.
- ☒ I am able to submit proof that the school recognizes the team and confirms that the team meets the requirements of the previous criteria.
- ☐ I do not meet all of these criteria.

*For questions or concerns about meeting these criteria, please contact your Regional Support Manager.*

Back Next

**INNOVATION FIRST INTERNATIONAL**

VEX and VEX Robotics are trademarks or service marks of Innovation First, Inc. Copyright ©2025. All Rights Reserved. VEX Robotics, Inc. is a subsidiary of Innovation First International, Inc.

All other product names / marks of others are the property of their respective owners. Patents and / or Patents Pending - innovationfirst.com/patents

Site Privacy Policy / Site Terms of Use / Software Privacy Policy / Accessibility Statement

f t i y

# RobotEvents > My Account

## CONFIRM YOUR ORGANIZATION TYPE

**RobotEvents.com**

en | Admin | My Account | Logout

Home | Competitions | Resources | Grants

VEX IQ Robotics Competition 2025-2026: Mix & Match

1

2

3

4

Organization Type ConfirmationTeamContactsTeam Profile

### Confirm Organization Type

You have selected: **Community / Non-Profit Organization**

Do you meet the following criteria? Check each box to indicate that you meet each criteria

☐ Meet and work in a public or semi-public location such as a library, community center, or religious center, and students go to that public or semi-public location to participate.

☐ While some community teams may include monetary dues, the entity overseeing the organization is not a for-profit entity.

☐ Organization is generally open to enrollment by all students in the community / organization they serve.

☐ The organization recognizes the team and confirms that the team meets the requirements of the previous criteria.


☐ I am able to submit proof of 501c3 non-profit status of the organization. Indicating that they recognize the team as a part of their organization.

☐ I do not meet all of these criteria.





For questions or concerns about meeting these criteria, please contact your Regional Support Manager.

Back

Next

A SUBSIDIARY OF  
**INNOVATION FIRST**  
INTERNATIONAL

VEX and VEX Robotics are trademarks or service marks of Innovation First, Inc. Copyright ©2025. All Rights Reserved. VEX Robotics, Inc. is a subsidiary of Innovation First International, Inc.  
All other product names / marks of others are the property of their respective owners. Patents and / or Patents Pending - innovationfirst.com/patents.  
Site Privacy Policy / Site Terms of Use / Software Privacy Policy / Accessibility Statement





# RobotEvents > My Account

## CONFIRM YOUR ORGANIZATION TYPE

**RobotEvents.com**

Home | Competitions ▾ | Resources ▾ | Grants

en ▾ | Admin | My Account | Logout

**VEX IQ Robotics Competition 2025-2026: Mix & Match**

1 Organization Type Confirmation | 2 Team | 3 Contacts | 4 Team Profile


### Confirm Organization Type

You have selected: **Paid STEM Enrichment Program**





Do you meet the following criteria? Check each box to indicate that you meet each criteria

- ☐ This organization is an STEM Enrichment Program formed as a business entity.
- ☐ Student enrollment is typically done by paid subscription, dues, or fees.
- ☐ I do not meet all of these criteria.  
*For questions or concerns about meeting these criteria, please contact your Regional Support Manager.*

[Back](#) [Next](#)

 A SUBSIDIARY OF  
**INNOVATION FIRST**  
INTERNATIONAL

VEX and VEX Robotics are trademarks or service marks of Innovation First, Inc. Copyright ©2025. All Rights Reserved. VEX Robotics, Inc. is a subsidiary of Innovation First International, Inc.  
All other product names / marks of others are the property of their respective owners. Patents and / or Patents Pending - [innovationfirst.com/patents](https://innovationfirst.com/patents)  
[Site Privacy Policy](#) / [Site Terms of Use](#) / [Software Privacy Policy](#) / [Accessibility Statement](#)

# RobotEvents > My Account

## CONFIRM YOUR ORGANIZATION TYPE

**RobotEvents.com**

en | Admin | My Account | Logout

Home | Competitions | Resources | Grants

### VEX IQ Robotics Competition 2025-2026: Mix & Match

1  
Organization Type Confirmation

2  
Team

3  
Contacts

4  
Team Profile

## Confirm Organization Type

You have selected: **Private / Independent Team**

Do you meet the following criteria? Check each box to indicate that you meet each criteria


☐ A majority of the robot designing, construction and programming work is done in a private residence or space.

☐ This team is not affiliated with any schools, non-profit organizations, or for-profit entities.

☐ I do not meet all of these criteria.  
For questions or concerns about meeting these criteria, please contact your Regional Support Manager.





Back

Next



A SUBSIDIARY OF  
**INNOVATION FIRST**  
INTERNATIONAL

VEX and VEX Robotics are trademarks or service marks of Innovation First, Inc. Copyright ©2025. All Rights Reserved. VEX Robotics, Inc. is a subsidiary of Innovation First International, Inc.  
All other product names / marks of others are the property of their respective owners. Patents and / or Patents Pending - innovationfirst.com/patents  
Site Privacy Policy / Site Terms of Use / Software Privacy Policy / Accessibility Statement





# RobotEvents > My Account

## ORGANIZATION NAME AND ADDRESS

**RobotEvents.com**

en | Admin | My Account | Logout

Home | Competitions | Resources | Grants

VEX IQ Robotics Competition 2025-2026: Mix & Match

1

2

3

4

Organization AddressTeamContactsTeam Profile

Organization Name and Address

Address entered below must be the address where the organization is physically located and where the team does the majority of the work.

Organization Name

REC Foundation

Physical Address of Organization

1519 I-30 west

City

Greenville

ZIP / Postal Code

75402

Country / Region

United States

State / Province

Texas

County


Texas

NCES School Search





Search for your school...

☐ My school is not listed.

BackNext

A SUBSIDIARY OF  
**INNOVATION FIRST**  
INTERNATIONAL

VEX and VEX Robotics are trademarks or service marks of Innovation First, Inc. Copyright ©2025. All Rights Reserved. VEX Robotics, Inc. is a subsidiary of Innovation First International, Inc.  
All other product names / marks of others are the property of their respective owners. Patents and / or Patents Pending - innovationfirst.com/patents  
Site Privacy Policy / Site Terms of Use / Software Privacy Policy / Accessibility Statement



# RobotEvents > My Account

## TEAM NUMBER, LETTER, GRADE LEVEL, POLICY ACKNOWLEDGEMENT

RobotEvents.com

VEX  
ROBOTICS

[Home](#) | [Competitions](#) | [Resources](#) | [Grants](#)

en | [Admin](#) | [My Account](#) | [Logout](#)

VEX IQ Robotics Competition 2025-2026: Mix & Match

1  
Organization

2  
Team

3  
Contacts

4  
Team Profile

Team Number

47809

Team Letter

A

Grade Level

Elementary

Event Day Emergency Phone Number

7192462768

Special Needs

Team Affiliations

- Is your team part of a program by one of these organizations?

☐ 4-H

☐ American Indian Science and Engineering Society (AISES)

☐ Bureau of Indian Education (BIE)

☐ Girl Scouts of the USA

☐ National Society of Black Engineers (NSBE)

☐ PLTW

☐ Scouting USA

☐ Skills USA

☐ Special Olympics - Unified

☐ SWENext

☐ TSA

☒ I have read and agree to the RECF Code Of Conduct

☒ I have read and agree to the RECF Student Centered Policy

☒ I have read and agree to this season's Game Manual including the sections on the age requirements of participants

☒ I have read and agree to the Team Contact Definitions

☒ I have read and will abide by the Commitment to Coach Excellence

Back

Next

A DIVISION OF  
INNOVATION FIRST  
INTERNATIONAL

VEX and VEX Robotics are trademarks or service marks of Innovation First, Inc. Copyright ©2025. All Rights Reserved. VEX Robotics, Inc. is a subsidiary of Innovation First International, Inc.

All other product names / marks of others are the property of their respective owners. Patents and / or Patents Pending - innovationfirst.com/patents

Site Privacy Policy / Site Terms of Use / Software Privacy Policy / Accessibility Statement

f

t

i

y

RECF VEX Robotics Programs Summit



# RobotEvents > My Account

## EXISTING BASE NUMBER POPUP

RobotEvents.com

Home | Competitions | Resources | Grants

VEX IQ Robotics Competition 2025-2026

1 Organization

2 Team

3 Contacts

4 Team Affiliations

5 Team Profile

Team Number

47809

Team Letter

A

Grade Level

Elementary

Event Day Emergency Phone Number

7192462768

Special Needs

Team Affiliations

- Is your team part of a program by one of these organizations?

☐ 4-H

☐ American Indian Science and Engineering Society (AISES)

☐ Bureau of Indian Education (BIE)

☐ Girl Scouts of the USA

☐ National Society of Black Engineers (NSBE)

☐ PLTW

☐ Scouting USA

☐ Skills USA

☐ Special Olympics - Unified

☐ SWENext

☐ TSA

I have read and agree to the RECF Code Of Conduct

I have read and agree to the RECF Student Centered Policy

I have read and agree to this season's Game Manual including the sections on the age requirements of participants

I have read and agree to the Team Contact Definitions

I have read and will abide by the Commitment to Coach Excellence

Back

Next

VEX and VEX Robotics are trademarks or service marks of Innovation First, Inc. Copyright ©2025. All Rights Reserved. VEX Robotics, Inc. is a subsidiary of Innovation First International, Inc.

All other product names / marks of others are the property of their respective owners. Patents and / or Patents Pending - innovationfirst.com/patents

Site Privacy Policy / Site Terms of Use / Software Privacy Policy / Accessibility Statement

f

t

i

y

Another team number already exists in our system for your organization. In the interest of preserving competition team history for your organization, please contact your Regional Support Manager to determine if the existing team number is eligible for renewal.

Confirm

# RobotEvents > My Account

## ORGANIZATION/ADMINISTRATIVE/DISTRICT CONTACT

**RobotEvents.com**

en | Admin | My Account | Logout

VEX IQ Robotics Competition 2025-2026: Mix & Match

1  
Organization

2  
Team

3  
Administrative Contact

4  
Team Profile

### Organization/Administrative/District Contact (required)

The Organization/Administrative/District Contact is the individual who oversees this organization. It is particularly useful when there is a centralized person who helps manage multiple teams or organizations. The Organization/Administrative/District Contact may not necessarily serve as the "head coach" or Primary Coach for a Team. Email address provided must represent an individual - email addresses shared among members of a group are not permitted.

Examples of Organization/Administrative/District Contacts are:

- The Primary Coach of an independent team or who manages multiple teams.
- A school district STEM Coordinator who pays registration fees for teams at multiple schools within the district.
- A non-profit manager who helps with administration of multiple programs across different sites.
- The Organization/Administrative/District Contact must be an adult (18+ years old) and cannot be a student team member associated with a current team in that program, unless the team is registered for a college/university competition program.

### Organization/Administrative/District Contact


Name	Organization Phone Number	Mobile Phone Number	Email
<input type="text" value="Carol Kujawa"/>	<input type="text" value="7192462768"/>	<input type="text" value="7192462768"/>	<input type="text" value="carol_kujawa@recf.org"/>

☒ I verify that the email address entered is not a shared email and accessible by only the named contact.

☒ I verify that the named Contact is an adult (18+ years old) and not a student (unless the team is registered for a college/university competition program).

Back

Next







A SUBSIDIARY OF  
**INNOVATION FIRST**  
INTERNATIONAL

VEX and VEX Robotics are trademarks or service marks of Innovation First, Inc. Copyright ©2025. All Rights Reserved. VEX Robotics, Inc. is a subsidiary of Innovation First International, Inc.

All other product names / marks of others are the property of their respective owners. Patents and / or Patents Pending - innovationfirst.com/patents

[Site Privacy Policy](#) / [Site Terms of Use](#) / [Software Privacy Policy](#) / [Accessibility Statement](#)



# RobotEvents > My Account

## PRIMARY COACH CONTACT

**RobotEvents.com**

en | Admin | My Account | Logout

Home | Competitions | Resources | Grants

VEX IQ Robotics Competition 2025-2026: Mix & Match

1  
Organization

2  
Team

3  
Primary Coach

4  
Team Profile

### Primary Coach (required)

The Primary Coach is typically the "head coach" of the team, responsible for maintaining the accuracy of all contacts and RobotEvents account attributes. Any major changes to team attributes in RobotEvents should be made by the Primary Coach. The Primary Coach must be an individual person, and cannot use a generic name or email address in their RobotEvents account. The Primary Coach must be an adult (18+ years old) and cannot be a student team member associated with a current team in that program, unless the team is registered for a college/university competition program.

Duties include:

- Registering the team for the season and for events, and for ensuring that payments have been made.
- Attend events with the team.
- Ensure that REC Foundation Participant Release Forms are completed for each student on the team.
- Responsibility for the students on the team.
- Act as first point of contact for team-related communications.
- Complete a background check (US Only).


### Primary Coach

Name	Organization Phone Number	Mobile Phone Number	Email
<input type="text" value="Carol Kujawa"/>	<input type="text" value="7192462768"/>	<input type="text" value="7192462768"/>	<input type="text" value="carol_kujawa@recf.org"/>

☒ I verify that the email address entered is not a shared email and accessible by only the named contact.  
☒ I verify that the named Contact is an adult (18+ years old) and not a student (unless the team is registered for a college/university competition program).

Back

Next







A SUBSIDIARY OF  
**INNOVATION FIRST**  
INTERNATIONAL

VEX and VEX Robotics are trademarks or service marks of Innovation First, Inc. Copyright ©2025. All Rights Reserved. VEX Robotics, Inc. is a subsidiary of Innovation First International, Inc.

All other product names / marks of others are the property of their respective owners. Patents and / or Patents Pending - innovationfirst.com/patents

[Site Privacy Policy](#) / [Site Terms of Use](#) / [Software Privacy Policy](#) / [Accessibility Statement](#)





# RobotEvents > My Account

## SECONDARY COACH CONTACT

**RobotEvents.com**

en | Admin | My Account | Logout

Home | Competitions | Resources | Grants

VEX IQ Robotics Competition 2025-2026: Mix & Match

1  
Organization

2  
Team

3  
Primary Coach

4  
Team Profile

### Primary Coach (required)

The Primary Coach is typically the "head coach" of the team, responsible for maintaining the accuracy of all contacts and RobotEvents account attributes. Any major changes to team attributes in RobotEvents should be made by the Primary Coach. The Primary Coach must be an individual person, and cannot use a generic name or email address in their RobotEvents account. The Primary Coach must be an adult (18+ years old) and cannot be a student team member associated with a current team in that program, unless the team is registered for a college/university competition program.

Duties include:

- Registering the team for the season and for events, and for ensuring that payments have been made.
- Attend events with the team.
- Ensure that REC Foundation Participant Release Forms are completed for each student on the team.
- Responsibility for the students on the team.
- Act as first point of contact for team-related communications.
- Complete a background check (US Only).

### Primary Coach


Name	Organization Phone Number	Mobile Phone Number	Email
<input type="text" value="Carol Kujawa"/>	<input type="text" value="7192462768"/>	<input type="text" value="7192462768"/>	<input type="text" value="carol_kujawa@recf.org"/>

☒ I verify that the email address entered is not a shared email and accessible by only the named contact.

☒ I verify that the named Contact is an adult (18+ years old) and not a student (unless the team is registered for a college/university competition program).

Back

Next







A SUBSIDIARY OF  
**INNOVATION FIRST**  
INTERNATIONAL

VEX and VEX Robotics are trademarks or service marks of Innovation First, Inc. Copyright ©2025. All Rights Reserved. VEX Robotics, Inc. is a subsidiary of Innovation First International, Inc.

All other product names / marks of others are the property of their respective owners. Patents and / or Patents Pending - innovationfirst.com/patents

[Site Privacy Policy](#) / [Site Terms of Use](#) / [Software Privacy Policy](#) / [Accessibility Statement](#)



# RobotEvents > My Account

## FINANCIAL CONTACT

RobotEvents.com

VEXROBOTICS

en | Admin | My Account | Logout

Home | Competitions | Resources | Grants

VEX IQ Robotics Competition 2025-2026: Mix & Match

1Organization

2Team

3Financial Contact

4Team Profile

Financial Contact (required)

The Financial Contact is the person responsible for processing payments through RobotEvents.com. The Financial Contact can be the same person as the Primary Coach. The Financial Contact must be an adult (18+ years old) and cannot be a student team member associated with a current team in that program, unless the team is registered for a college/university competition program.

Duties include:

- Coordinates payments for team registration, event registrations, and any product purchases made through RobotEvents.

Financial Contact

NameOrganization Phone NumberMobile Phone NumberEmail

Carol Kujawa71924627687192462768carol\_kujawa@recf.org

☒ I verify that the email address entered is not a shared email and accessible by only the named contact.

☒ I verify that the named Contact is an adult (18+ years old) and not a student (unless the team is registered for a college/university competition program).

Back

Next

A SUBSIDIARY OF

INNOVATION FIRST

INTERNATIONAL

VEX and VEX Robotics are trademarks or service marks of Innovation First, Inc. Copyright ©2025. All Rights Reserved. VEX Robotics, Inc. is a subsidiary of Innovation First International, Inc.

All other product names / marks of others are the property of their respective owners. Patents and / or Patents Pending - innovationfirst.com/patents

Site Privacy Policy / Site Terms of Use / Software Privacy Policy / Accessibility Statement

f

t

i

y

RECF VEX Robotics Programs Summit

# RobotEvents > My Account

## TEAM PROFILE

**RobotEvents.com**

en | Admin | My Account | Logout

VEX IQ Robotics Competition 2025-2026: Mix & Match

1  
Organization

2  
Team

3  
Contacts

4  
Team Profile

Team Name

Test Team

☐ Publish content to team profile page

Robot Name

About Team

About Season

About Sponsor

@ Instagram

Twitter

Youtube

Website

Facebook

Back

Add Another Team

Finish

A SUBSIDIARY OF

VEX and VEX Robotics are trademarks or service marks of Innovation First, Inc. Copyright ©2025. All Rights Reserved. VEX Robotics, Inc. is a subsidiary of Innovation First International, Inc.  
All product names / marks of others are the property of their respective owners. Patents and / or Patents Pending - innovationfirst.com/patents  
Site Privacy Policy / Site Terms of Use / Software Privacy Policy / Accessibility Statement





# RobotEvents > My Account

ADD ANOTHER TEAM or REGISTER A NEW ORGANIZATION

**RobotEvents.com**

Home | Competitions ▾ | Resources ▾ | Grants

en ▾ | Admin | My Account | My Cart | Logout

## Team Registration Wizard

**VEX IQ Robotics Competition 2025-2026: Mix & Match**


If you want to add another team to your school or organization, click Add Another Team.

Team Number  Search

Team

47809 [Add Another Team](#)





[Register New Organization](#)

 A SUBSIDIARY OF INNOVATION FIRST INTERNATIONAL

VEX and VEX Robotics are trademarks or service marks of Innovation First, Inc. Copyright ©2025. All Rights Reserved. VEX Robotics, Inc. is a subsidiary of Innovation First International, Inc.

All other product names / marks of others are the property of their respective owners. Patents and / or Patents Pending - [innovationfirst.com/patents](https://innovationfirst.com/patents)

[Site Privacy Policy](#) / [Site Terms of Use](#) / [Software Privacy Policy](#) / [Accessibility Statement](#)

# RobotEvents > My Account

## ADD ANOTHER TEAM or REGISTER A NEW ORGANIZATION

RobotEvents.com

VEX  
ROBOTICS

[Home](#) | [Competitions](#) | [Resources](#) | [Grants](#)

[en](#) | [Admin](#) | [My Account](#) | [My Cart](#) 1 | [Logout](#)

VEX IQ Robotics Competition 2025-2026: Mix & Match

1

Organization Type

2

Team

3

Contacts

4

Select the Organization Type for the Team being registered

Organizations within a single REC Foundation program are defined by the location of the hosting school or group.

A School can be public, charter, or private, and is defined as an accredited full-time academic institution. Teams who are school-based must do all, or most of, the physical construction and programming of robots on the school campus, have a faculty member as the Team Coach, and be recognized by the school as meeting these criteria. Note: Teams that fall into this category must upload a letter.

☒ Public School (K-12, Primary/Secondary)☐ Charter School (K-12, Primary/Secondary)☐ Private School (K-12, Primary/Secondary)☐ University / College (Post Secondary)☐ Community / Non-Profit Organization

A community team is managed by or run through a non-school community organization such as 4-H, Boys and Girls Club, BSA or Girl Scout troop, Community Centers, etc. Community teams typically meet and work in a public or semi-public location such as a library, community center, or religious center, and students go to that location to participate as a team. While some community teams may include dues, the entity overseeing the organization is a not a for-profit entity. Community teams are generally open to enrollment by all students in the community they serve.

☐ Paid STEM Enrichment Program

Teams that fall into this category typically charge student registration fees, and are managed or run through a for-profit business entity. Student enrollment is typically done by paid subscription. Paid after school STEM enrichment programs and paid STEM education centers or services would fall under this category.

☐ Private / Independent Team

A private team typically does the majority of their robot construction and programming work in a private home. Private teams are generally comprised of friends or family members and do not have open enrollment. These are sometimes referred to as independent teams.

☐ I have read, understand, and will abide by the REC Foundation Organizational Policy [REC Foundation Organizational Policy](#)☐ I understand that the REC Foundation reserves the right to reclassify an organization's type based upon available information.

Next

A SUBSIDIARY OF  
INNOVATION FIRST

VEX and VEX Robotics are trademarks or service marks of Innovation First, Inc. Copyright ©2025. All Rights Reserved. VEX Robotics, Inc. is a subsidiary of Innovation First International, Inc.  
product names / marks of others are the property of their respective owners. Patents and / or Patents Pending - innovationfirst.com/patents  
[Site Privacy Policy](#) / [Site Terms of Use](#) / [Software Privacy Policy](#) / [Accessibility Statement](#)



# RobotEvents > My Account

## CONFLICTING ORGANIZATION POPUP

**RobotEvents.com**

VEX  
ROBOTICS

[Home](#) | [Competitions](#) | [Resources](#) | [Grants](#)

en | [Admin](#) | [My Account](#) | [My Cart](#) 1 | [Logout](#)

### VEX IQ Robotics Competition 2025-2026: Mix & Match

1  
Organization

2  
Team

3  
Contacts

4  
Team Profile

The organization type you selected for this team does not match other teams in this organization.  
Please go back to select the correct organization type.

Team Number

47809

Team Letter

B

Grade Level

Elementary

Event Day Emergency Phone Number

7192462768

Special Needs

Team Affiliations

- Is your team part of a program by one of these organizations?

☐ 4-H

☐ American Indian Science and Engineering Society (AISES)

☐ Bureau of Indian Education (BIE)

☐ Girl Scouts of the USA

☐ National Society of Black Engineers (NSBE)

☐ PLTW

☐ Scouting USA

☐ Skills USA

☐ Special Olympics - Unified

☐ SWENext

☐ TSA

☒ I have read and agree to the RECF Code Of Conduct

☒ I have read and agree to the RECF Student Centered Policy


☒ I have read and agree to this season's Game Manual including the sections on the age requirements of participants

☒ I have read and agree to the Team Contact Definitions





☒ I have read and will abide by the Commitment to Coach Excellence

Back

Next

A SUBSIDIARY OF  
**INNOVATION FIRST**  
INTERNATIONAL

VEX and VEX Robotics are trademarks or service marks of Innovation First, Inc. Copyright ©2025. All Rights Reserved. VEX Robotics, Inc. is a subsidiary of Innovation First International, Inc.  
All other product names / marks of others are the property of their respective owners. Patents and / or Patents Pending - [innovationfirst.com/patents](#)  
[Site Privacy Policy](#) / [Site Terms of Use](#) / [Software Privacy Policy](#) / [Accessibility Statement](#)



RECF VEX Robotics Programs Summit



# RobotEvents > My Account

## TEAM ORGANIZATION DOCUMENT UPLOAD

**RobotEvents.com**

en | Admin | My Account | My Cart 2 | Logout

My Account

Dashboard

Support / Contact Us

Account Information

Address Book

Event Cancellation Email Opt Out

Background Check:

Workshops & Camps

Grant Pre-Surveys

My Teams

My Orders

Notifications

### Team Organization Documents

Team Number: 47809 (REC Foundation)

Please submit the required document(s) for your organization type as listed below.  
**Documents submitted must be reviewed by REC Foundation staff before teams will be able to register for events.**  
**Uploading proof of organization status is optional at this time, however it will be required prior to registering for events.**  
Acceptable document types include .pdf, .docx, .jpg or .png image files.

Use the "Continue without Uploading" button below, or simply navigate away from this page if not uploading a document.

For Schools:

- A letter from a public, charter, or private school administrator on school letterhead indicating that school recognizes the team and confirms that the team meets the requirements of being considered a school team. *(preferred)*

For Community / Non Profit Organizations:

- A copy of 501(c)(3) documentation as evidence of the organization's non-profit status.
- A letter from the Organization administrator indicating that the team is part of an organization which is a community non-profit entity.

*The Regional Support Manager reserves the right to request additional or clarifying information if needed.*  
*If you have questions about your organization type, please contact your Regional Support Manager.*  
*Intentionally misrepresenting an organization can result in a Code of Conduct violation.*

Proof of Organization Status

Choose File

No file chosen

PDF or image upload with file of nonprofit status or letter on school letterhead from school administrator stating organization is a public or charter school.

Save

Continue without Uploading

A SUBSIDIARY OF  
**INNOVATION FIRST**  
INTERNATIONAL

VEX and VEX Robotics are trademarks or service marks of Innovation First, Inc. Copyright ©2025. All Rights Reserved. VEX Robotics, Inc. is a subsidiary of Innovation First International, Inc.  
All other product names / marks of others are the property of their respective owners. Patents and / or Patents Pending - innovationfirst.com/patents  
Site Privacy Policy / Site Terms of Use / Software Privacy Policy / Accessibility Statement

# RobotEvents > My Cart

BEGIN CHECKOUT

RobotEvents.com

[Home](#) | [Competitions](#) | [Resources](#) | [Grants](#)

en

 | [Admin](#) | [My Account](#) | [My Cart 2](#) | [Logout](#)

My Account

Dashboard

Support / Contact Us

Account Information

Address Book

Event Cancellation Email Opt Out

Background Check:

Workshops & Camps

Grant Pre-Surveys

My Teams

My Orders

Notifications 203

My Cart

Name	SKU	Quantity	Unit Price
VIQRC Team Registration 2025-2026 Registration for team number 47809A	311-3886-011	1	\$200.00
1 x VEX IQ Welcome Kit			
VIQRC Additional Team Registration 2025-2026 Registration for team number 47809B	311-3886-012	1	\$200.00
Subtotal			\$400.00

Begin Checkout

A SUBSIDIARY OF  
INNOVATION FIRST  
INTERNATIONAL

VEX and VEX Robotics are trademarks or service marks of Innovation First, Inc. Copyright ©2025. All Rights Reserved. VEX Robotics, Inc. is a subsidiary of Innovation First International, Inc.

All other product names / marks of others are the property of their respective owners. Patents and / or Patents Pending - innovationfirst.com/patents

[Site Privacy Policy](#) / [Site Terms of Use](#) / [Software Privacy Policy](#) / [Accessibility Statement](#)

# RobotEvents > My Cart

## BILLING, SHIPPING AND PAYMENT INFORMATION

RobotEvents.com

en | Admin | My Account | My Cart 2 | Logout

My Account

Dashboard

Support / Contact Us

Account Information

Address Book

Event Cancellation Email Opt Out

Background Check:

Workshops & Camps

Grant Pre-Surveys

My Teams

My Orders

Notifications 203

> Billing Address

Carol Kujawa  
REC Foundation  
1519 Interstate Hwy 30 W  
GREENVILLE, Texas 75402  
United States

Edit

> Shipping Address

Carol Kujawa  
REC Foundation  
Address 123  
Dallas, Texas 75043  
United States

Edit

> Shipping Method

Checkout Payment Information

Name	SKU	Unit Price	Quantity	Price
<b>VIQRC Team Registration 2025-2026</b> Registration for team number 47809A <small>1 x VEX IQ Welcome Kit</small>	311-3886-011	\$200.00	1	\$200.00
<b>VIQRC Additional Team Registration 2025-2026</b> Registration for team number 47809B	311-3886-012	\$200.00	1	\$200.00
Subtotal				\$400.00
Shipping Total				\$0.00
Tax				\$0.00
Credit Card Transaction Fee				\$12.00
<b>Amount Due</b>				<b>\$412.00</b>

☒ I acknowledge, per the REC Foundation policy, all team registration fees are non-refundable and non-transferable.

Payment Method

Credit Card

Please note that a 3% Credit Card transaction fee may apply.

Pay with card

VISA

MasterCard

Discover

AMEX

JCB

DISCOVER

Cardholder Name

Cardholder Name

Card Number

\*\*\*\* \* \*

Expiration Date (MM/YY)

MM/YY

CVV (3 digits)

\*\*\*

By paying with my card, I agree to the PayPal Privacy Statement.

Complete Checkout



# RobotEvents > My Account

## ORDER NUMBER and PAYMENT STATUS

RobotEvents.com

en | Admin | My Account | Logout

Home | Competitions | Resources | Grants

Please visit your account dashboard to pay online, or for event registrations, you may choose to pay the event partner.

My Account

Dashboard

Support / Contact Us

Account Information

Address Book

Event Cancellation Email Opt Out

Background Check:

Workshops & Camps

Grant Pre-Surveys

My Teams

My Orders

Notifications 205

Order #62344969 - Unpaid (pending)

Overview

Order Status: Unpaid (pending)

Order Date: 16-Jul-2025 14:55 EDT

Order Invoice

Items

Name	SKU	Unit Price	Quantity	Price
VIQRC Team Registration 2025-2026 Registration for team number 47809A <i>1 x VEX IQ Welcome Kit</i>	311-3886-011	\$200.00	1	\$200.00
VIQRC Additional Team Registration 2025-2026 Registration for team number 47809B	311-3886-012	\$200.00	1	\$200.00
Subtotal				\$400.00
Shipping Total				\$0.00
Amount Due				\$400.00
Amount Due (if paid by Credit Card)				\$412.00
A 3% transaction fee will be assessed to credit card payments.				

Payment

Payment Method: Pay Later

Shipping Method: FedEx Ground

Finish Checkout / Change Payment Method

Billing & Shipping

Billing

Carol Kujawa  
REC Foundation  
1519 Interstate Hwy 30 W  
GREENVILLE, Texas 75402  
United States  
[Update Billing Address](#)

Start Over

Clicking the Start Over button will delete your order number and place items back in your cart. Shipping rates are subject to change.

# Resources

## *Policies and Library Articles*

- [Registering a VEX IQ Robotics Competition Team](#)
- [Registering a VEX V5 Robotics Competition Team](#)
- [REC Foundation Organizational Policy](#)
- [Team Registration Structure \(US Only\)](#)
- [Commitment to Coach Excellence](#)
- [REC Foundation Code of Conduct](#)
- [REC Foundation Student Centered Policy](#)
- [REC Foundation Youth Protection Policy](#)





# Contact

## We are here for you

Teams and Coaches are at the core of REC Foundation Programs. Please reach out to us with any questions or concerns. We couldn't fulfill our Mission without YOU!

### Address

1519 Interstate 30 West  
Greenville, Texas 75402

### Phone & Email

903 401 8088  
[support@recf.org](mailto:support@recf.org)

[Resources](#)



ROBOTICS EDUCATION &  
COMPETITION FOUNDATION

**SUMMIT**

VEX ROBOTICS PROGRAMS