

Open Registration

Category: Types of Registration

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Reading Time: 2 min

Open Registration

For the Open Registration model, students and/or other potential participants are directed to an online registration form. If you don't know who your participants will be in advance, this option could be a good solution for you.

When completing the registration form, users need to enter an email address, a username, and a password. Registrants are then able to edit their fundraising webpage and modify their settings, such as their goal. However, you'll still need to provide a list of your Grades, Classes, or Teams.

Grade	Class
PK	Mrs. Smith
K	Mr. John
Grade 1	Mrs. Padime
Grade 2	Mr. Urum

You can view/edit the list of participants who have registered in your Dashboard.

For open registration, the participants are shown the status of **Open Registration**:

Incomplete = Someone started the form and **NEVER** submitted it.

Approved = Form submitted, and registration is confirmed.

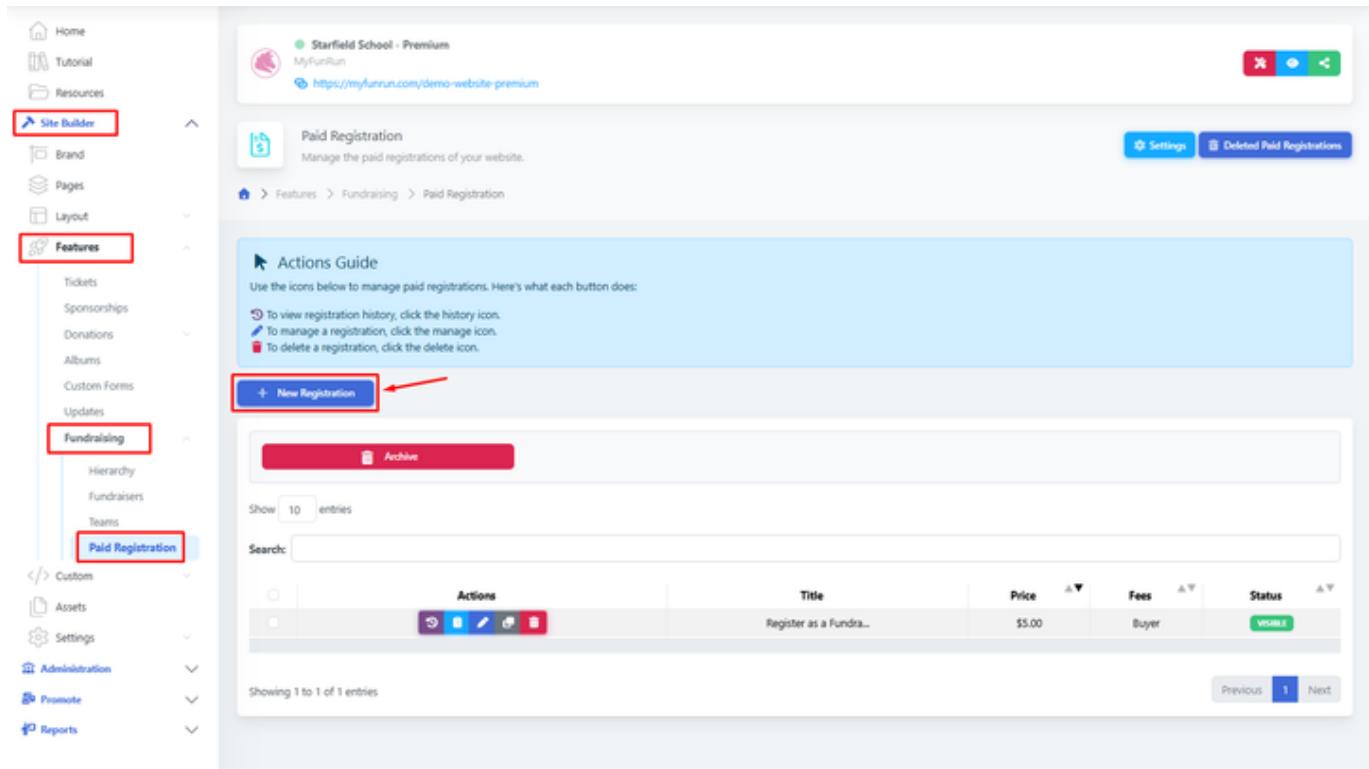
Paid Open Registrations

Premium Package Feature 

Your MyFunRun representative can assist you in setting up your paid registration options on the website.

To add or edit a paid registration option, go to **Site Builder → Features → Fundraising → Paid Registration**.

To add a new option, click the **New Registration** button and complete the form.



The screenshot shows the Site Builder interface with the 'Paid Registration' feature selected. The left sidebar has a red box around 'Site Builder' and 'Paid Registration'. The main area shows a 'Paid Registration' section with a sub-section 'Features > Fundraising > Paid Registration'. A blue box highlights the 'Actions Guide' section. A red box highlights the '+ New Registration' button, and a red arrow points to it. The table below shows one entry: 'Register as a Fundra...' with a price of '\$5.00' and status 'Buyer'.

Actions	Title	Price	Fees	Status
	Register as a Fundra...	\$5.00		Buyer

To view a report of paid registrations that were purchased, go to **Site Builder → Reports → E-Commerce → Paid registrations**.

Unpaid = Someone started the form, submitted it, and didn't pay.

Paid = Form submitted, and registration is confirmed/paid.