

Registration Fees

Student Contest Fees: Each student must pay the **\$150 student registration fee** for the contest. Teachers can process all contest registration payments for their students at once. PLEASE CHECK WITH YOUR TEACHER TO FIND OUT HOW YOU SHOULD PROCEED WITH PAYMENT. Otherwise, you must use a credit card to pay online or indicate that you intend to mail a check for the full amount. **Please note: There is no Teacher Registration Fee for the 2022 National Contest.**

Submitting Payment: Individual fees cannot be split between multiple forms of payment (i.e., credit card and check). Each order must be paid in full by a single form of payment. For example, if your Student Registration Fees are being paid by a check from your school, the check must cover the full amount (\$150) of your Student Registration Fee. **Please note: If your NHD Affiliate program is paying for any of your fees, please follow the instructions from them on how to process your payment.**

Students Submitting Registration Fees

Student Registration Fees

- At the bottom of the **Permissions and Waivers** page, acknowledge the registration fees associated with the contest.
- Select **Card** to pay with a credit card, **Check** to pay by check, or **School** to signify that your school is paying your fee. PLEASE CHECK WITH YOUR TEACHER FIRST BEFORE PROCEEDING WITH PAYMENT. **Please note:** Credit card payments are preferred.
 - Either enter credit card information or print the invoice to mail with a check to complete payment.
 - If paying by check, mail the invoice, along with a check (made out to National History Day), to National History Day, 4511 Knox Road, Suite 205, College Park, MD 20740.
- If you need to insert payment information later, login and click your name in the top right corner.
- Select **My Profile** from the drop-down menu and then click the **Store** tab in your toolbar. Add the Student Registration Fee to your cart, and select **Card** to pay with a credit card, **Check** to pay by check, or **School** to signify that your school is paying your fee. PLEASE CHECK WITH YOUR TEACHER FIRST BEFORE PROCEEDING WITH PAYMENT. **Please note:** Credit card payments are preferred.
- To see a record of orders and payments, log in, access your profile, and click on the **Orders** tab.
 - **Please note: If your NHD Affiliate program is paying for any of your fees, please follow the instructions from them on how to process your payment.**

*Registrants who do not complete the payment before the **11:59 p.m. ET Tuesday, May 17 deadline** will face a **\$50 Late Fee**. The late fee will increase to **\$60 on Thursday, May 19**. If payment is not completed by **Friday, May 22**, the **late fee will increase to \$75**. If you need to complete your payment after the May 17 deadline, you must contact the NHD National Office. Contact information is on **page 17**.*

Registration Fees

Teachers Submitting Registration Fees

Teachers Paying for Student Registration Fees

- Log in to your account and then click on the **Store** tab.
- Click on the **Students** tab, next to the **Order History** tab.
- All of your students will appear in the list. Check the box next to the student(s) for whom you are paying.
- Add the fees to the cart.
- Click the blue **Checkout & Pay** button.
- If you are paying by credit card, select **Pay Online**.
 - Complete the required fields.
 - Click **Pay Now**.
- If you are paying by check, select **Generate Invoice**.
 - Confirm the information is accurate and print this invoice.
 - Present this invoice to your school or paying organization's finance office to obtain the check.
 - Mail the invoice along with the check, as instructed.
 - **Please note: If your NHD Affiliate program is paying for any of your fees, please follow the instructions from them on how to process your payment.**

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