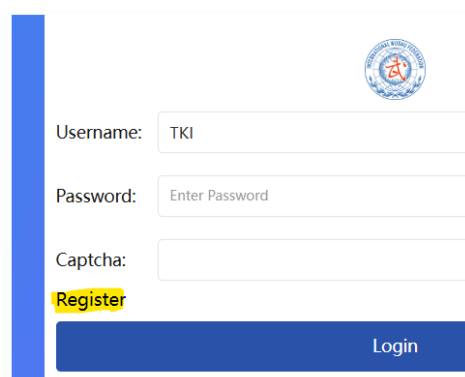


Club Instructions for Registration Portal

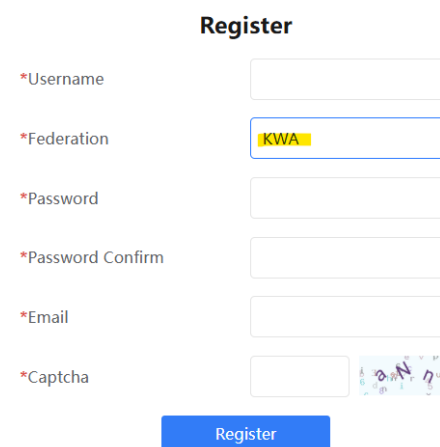
*Each Club to submit the registrations on behalf of their own Athletes

1. <https://okwc-2026.jyywty.com/>
2. Click 'Register'



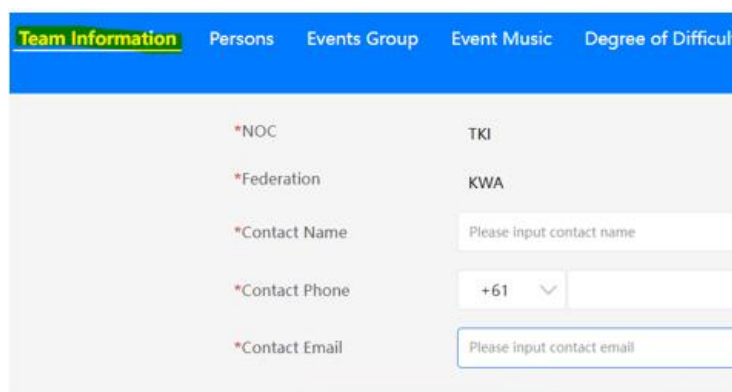
A screenshot of a web registration portal. At the top right is a circular logo. Below it are three input fields: 'Username:' with 'TKI' entered, 'Password:' with 'Enter Password' as a placeholder, and 'Captcha:'. Below the captcha field is a yellow 'Register' button and a blue 'Login' button.

3. Enter the club's preferred username, password, email. In 'Federation' field enter your country's Wushu federation name. (Australian clubs should enter KWA)



A screenshot of a registration form titled 'Register'. It contains several fields with asterisks indicating they are required: '*Username', '*Federation' (with 'KWA' entered and highlighted in yellow), '*Password', '*Password Confirm', '*Email', and '*Captcha' (with a captcha image). A blue 'Register' button is at the bottom.

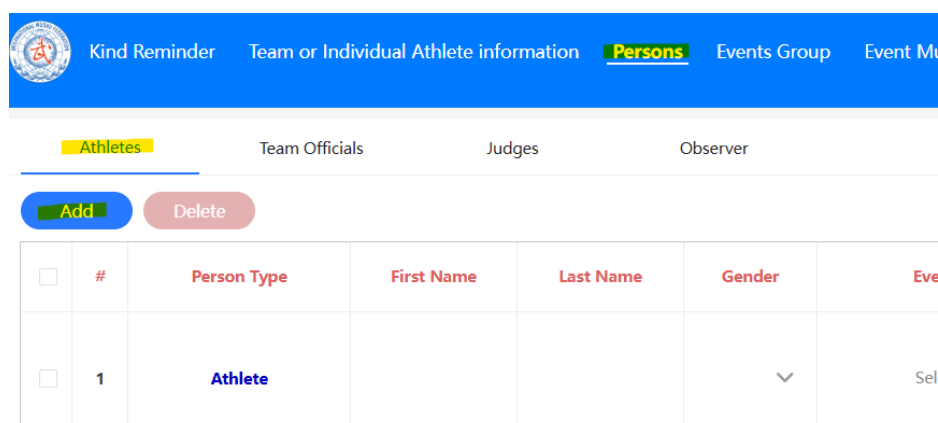
4. Upon successful registration, enter the portal with the club's login new details
5. In the Team Information tab, enter your club's nominated representative name and contact details. Click 'Next'



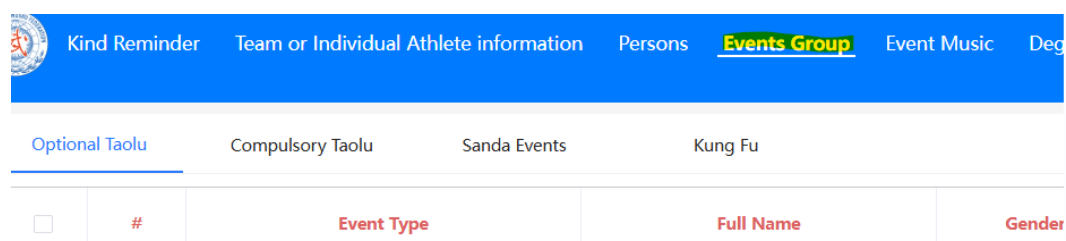
A screenshot of the 'Team Information' tab in a registration portal. The tab is highlighted in green. Below it are several fields: '*NOC' with 'TKI' entered, '*Federation' with 'KWA' entered, '*Contact Name' with 'Please input contact name' as a placeholder, '*Contact Phone' with '+61' in a dropdown menu, and '*Contact Email' with 'Please input contact email' as a placeholder.

6. Select 'Persons' > Athletes > Add

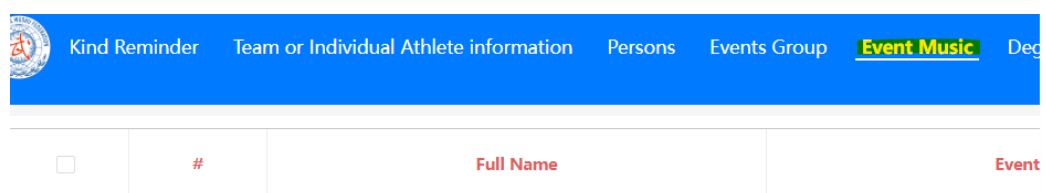
- Enter the requested information for each of your club's Athletes
- Ignore the following tabs: Team Officials, Judges, Observer



7. The 'Events Group' tab will be automatically populated with the information you entered. Here is a good opportunity to check each athlete is correctly entered into their event/s.



8. In the 'Event Music' tab – upload the music files for athletes competing in Optional Taolu – Tai Chi



9. Ignore the 'Degree of Difficulty' tab.

10. Review the 'Check' section

11. Review the 'Summary and Submit' section. If all is correct, please Submit.

12. Deadline is **21/04/2026** for registrations and payments.

13. For each club - send the following to

registration_okwc@kungfuwushuastralia.com by **21/04/2026** –

- Proof of Payment for all your club's athletes
- Summary listing the Athlete name, amount paid, date paid
- Arrival and Departure information