

# Step-by-Step: How to enter the World Individual Championships

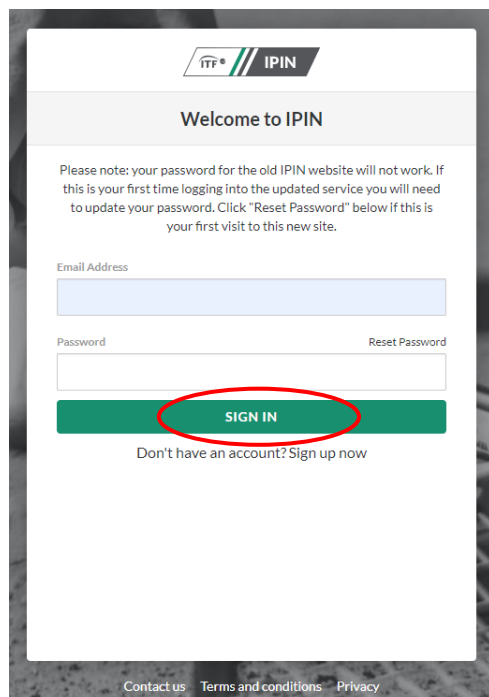
## Two stage process: IPIN Entry & Online Payment

### IPIN Entry

#### Step 1:

Log into your IPIN account: <https://ipin.Itftennis.com>

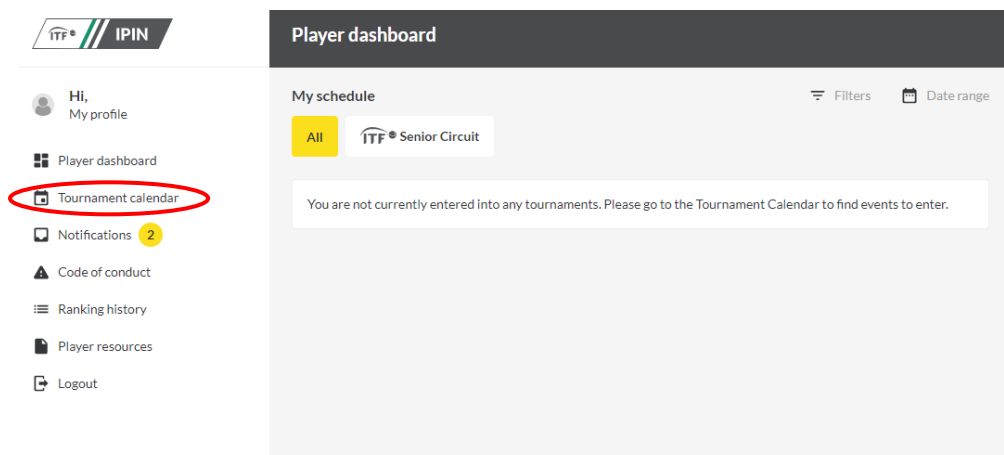
Enter your registered email address and password and click SIGN IN.



The screenshot shows the IPIN login interface. At the top, it says "Welcome to IPIN". Below that, a note states: "Please note: your password for the old IPIN website will not work. If this is your first time logging into the updated service you will need to update your password. Click 'Reset Password' below if this is your first visit to this new site." There are two input fields: "Email Address" and "Password". To the right of the password field is a "Reset Password" link. A green "SIGN IN" button is highlighted with a red circle. Below the button, it says "Don't have an account? Sign up now". At the bottom, there are links for "Contact us", "Terms and conditions", and "Privacy".

#### Step 2:

Visit the Tournament Calendar (left column).



The screenshot shows the IPIN Player dashboard. On the left, there is a navigation menu with the following items: "Hi, My profile", "Player dashboard", "Tournament calendar" (highlighted with a red circle), "Notifications" (with a yellow badge showing '2'), "Code of conduct", "Ranking history", "Player resources", and "Logout". The main content area is titled "Player dashboard" and "My schedule". It features a "Filters" button and a "Date range" button. Below these, there is a yellow "All" button and a "ITF Senior Circuit" button. A message box states: "You are not currently entered into any tournaments. Please go to the Tournament Calendar to find events to enter."

### Step 3:

Filter the date range to the relevant dates.

Select Date Range (top-right).

Select a start and end date to highlight a range of dates and click APPLY.

The screenshot shows the ITF IPIN Tournament calendar interface. On the right side, there is a 'Filters' section with a 'Date range' option circled in red. Below it, a calendar grid is displayed for May and June. The date May 1st is circled in red, and the date May 10th is also circled in red. At the bottom of the calendar, there are 'CLEAR' and 'APPLY' buttons, with the 'APPLY' button circled in red.

### Step 4:

Scroll to the relevant tournament:

40th ITF Seniors World Individual Championships 2020 (50,55,60)

Select ENTER.

The screenshot shows the tournament details for the 40th ITF Seniors World Individual Championships 2020 (50,55,60). The tournament title is circled in red. Below the title, the dates '02/05/2020 - 09/05/2020' and location 'Palm Beach Gardens | USA' are visible. At the bottom, there are buttons for 'Factsheet', 'Entries', and a green '+ Enter' button, which is circled in red.

### Step 5:

Choose the events and age categories you wish to enter and click CONFIRM.

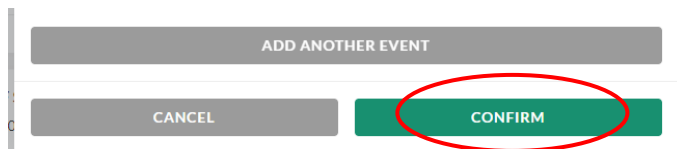
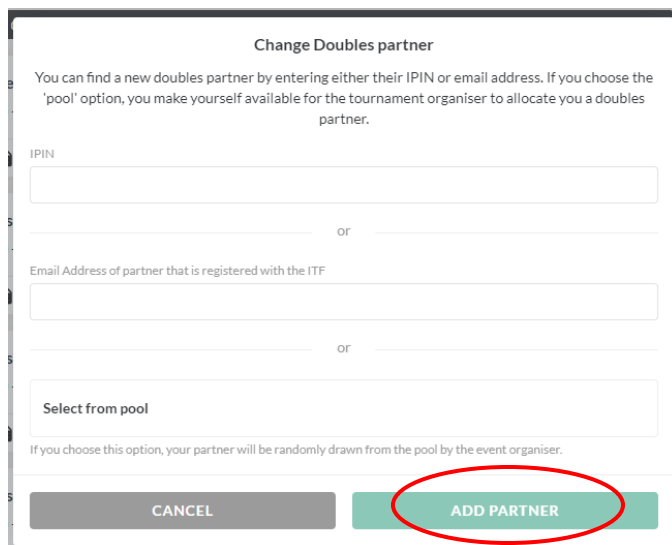
The screenshot shows the event selection interface. At the top, there is a button labeled 'ADD ANOTHER EVENT'. Below it, there are two buttons: 'CANCEL' and 'CONFIRM'. The 'CONFIRM' button is circled in red.

PLEASE NOTE: If you wish to enter Doubles or Mixed Doubles with a partner, you will need their registered email address or IPIN number.

If you wish to enter Doubles or Mixed Doubles but do not yet have a partner, please click Select from pool.

Then click ADD PARTNER.

Please ensure you click CONFIRM in order for your entry to be processed.



You will receive an email confirmation of your entry approximately 5 minutes after you have completed this process.

If you encounter any issues, please contact the ITF Seniors Department at [seniorswc@itftennis.com](mailto:seniorswc@itftennis.com)

## Online Payment

### Step 1:

Please click on the following link to visit the online payment page:

<https://event.itftennis.com/seniors/registration/championship-payment.aspx>

Your entry will not be complete until payment is received.

**PLEASE ENSURE THAT YOU ENTER VIA IPIN AND PAY ONLINE**