

Creating a meet in GymJas

GymJas is the Judges Assigning System used by the NAWGJ, which is the governing body for USAG WAG Judges. Many states and State Judging Directors (SJD's) prefer all meets to be placed into this system for judging assignments. However, this system is not universal, and some states may have different processes. If you are part of a state that does not use this GymJas setup, please look for more information under your state [here](#). If you need additional help, please reach out to rules@naigc.org.

1. Go to gymjas.com. From there, choose the state that your meet is being hosted in. You may also need to repeat this process for other states if you need more judges from nearby states.



Welcome to the Gymnastics Judges Information & Assigning System

Please select your state from below.

Alabama	Alaska	Arizona	Arkansas
Northern California	Southern California	Colorado	Connecticut
Florida	Georgia	Hawaii	Idaho
Illinois	Indiana	Iowa	Kansas
Kentucky	Louisiana	Maine	Maryland
Massachusetts	Michigan	Minnesota	Mississippi
Missouri	Montana	Nebraska	Nevada
New Hampshire	New Jersey	New Mexico	New York North
New York South	North Carolina	North Dakota	Ohio
Oklahoma	Oregon	Pennsylvania/Delaware	Rhode Island
South Carolina	South Dakota	Tennessee	Texas
Utah	Vermont	Virginia	Washington
West Virginia	Wisconsin	Wyoming	

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2. To view the existing meet schedule, choose the “Meet Schedule” option. To create a new meet, choose the “Meet Directors Menu”.

Welcome to the Tennessee Gymnastics Judges Information & Assigning System

Select one of the actions below.

- **View the current meet schedule.**
- **Create a new meet request or update the information of an existing meet.**
- **For Judges Only, login to the Judge Information & Assigning System**

3. Once in the meet directors menu, there should be instructions on how to proceed. Most include a link for the Meet Request form, but that link is different for each state. Most are <https://gymjas.com/xx/meetinfoform.php> where xx is the 2-letter lowercase state abbreviation.

Meet Directors Menu for Tennessee NAWGJ
*For creating and updating **Gymnastics Meet** requests for Judges*

Choose from the following functions:

- **REQUEST judges by creating a new [Meet Request Form](#).** This is the first step in getting your meet on the judging schedule. The Meet Request form will be considered a "pending" request for judges until a \$3 per judge booking fee is received. At that point the meet will be accepted. You will be able to see the status of this meet request on this web site. This meet request form together with the fee is considered your contract with Tennessee NAWGJ.

The \$3 per judge fee should be mailed to:

Dawn Roy, 2812 Pedigo Pl, Thompson's Station, TN 37179
 Phone: (317) 987-8008, Email: Bdkttroy@live.com
 The check should be made out to TN NAWGJ.

Assignments and updates will be e-mailed to the Meet Director. A reply is requested when information has been received.

- To **update or view** a previously submitted Meet Request Form, you must provide the Meet Director's Member number (or the PIN code that was created when originally submitted) in order to be allowed to modify any information. Please provide that number here:

Select the meet from this list that you wish to update by clicking on its row in the table. The row will turn green when you have selected it. Then double click on the row or push the submit button to see the meet details.

Date	Host Gym	Meet Name	Status	Type	Invited Levels
10-14-2022	Gymstars Gymnastics	901 Gymstars Mobility	Pending	USAG	Level 4 and Level 5
10-22-2022	Clarksville Elite Gymnastics Center	2022 TN High Performance Clinic	Pending	USAG	Level 6-10
10-28-2022	Premier Athletics Knoxville	east judges cup	Pending	USAG	All compulsory levels, excel levels, 6-10, AAU
10-28-2022	Master's School of Gymnastics	Middle Tennessee Judges Cup	Pending	USAG	All Compulsory, Xcel, Optional and AAU Levels
11-04-2022	Magnitude 10.0 Gymnastics	Magnitude Invitational Loc: Williamson Ag Expo Center 4215 Long Lane, Franklin, TN 37064	Pending	USAG	Levels 1-8, All Xcel levels, All AAU Levels

4. Once in the meet request form, fill out everything to the best of your ability. If you don't have information for a field, try leaving it blank first (not all information is required). If it is a required field, fill in something and leave a note in the comments section.
- *NOTE* This form does "require" a USAG number to allow the meet host to make changes to this form. For NAIGC events, we recommend using 624420 as the pin number (NAIGC0)**
- An example of a completed form is shown below. If you have any additional questions, please email rules@naigc.org.

New Meet Request / Information Form

Please fill in the form below with information about your meet.

If you instead need to **update** an existing meet request form, please go back to the Meet Director's page and choose the update option.

New Meet Request	
Meet Name: <input type="text" value="NAIGC Nationals"/>	
Meet Dates: The start date: <input type="text" value="Mar"/> <input type="text" value="30"/> <input type="text" value="2023"/>	
Expected length of the meet: <input type="text" value="3 days"/>	
Please indicate your date flexibility: <input type="text" value="Possible meet days: Friday, Saturday"/>	
Check this box if your gym is hosting 2 or more meets on the same day: <input checked="" type="checkbox"/> (possibly multi-gym, multi-location, or multiple types of meets on the same day.)	
Gym Information	Contact Information
Host Gym Name: <input type="text" value="Select your gym name"/> <i>If your gym does not appear in the drop down list, type it here:</i> <input type="text" value="NAIGC"/>	Meet Director: <input type="text" value="Amanda Reynolds"/> Meet Director's Phone: <input type="text" value="(xxx)xxx-xxxx"/> Meet Director's Email: <input type="text" value="amanda.reynolds@naigc.org"/>
Gym street address: <input type="text" value="255 N Main St"/> City: <input type="text" value="Memphis"/> State: <input type="text" value="TN"/> Zip Code: <input type="text" value="38103"/>	Meet Director's Member Number: <input type="text" value="624420"/> * This field is required as it will be the password for future updates. If you do not have a member number, just create a PIN.
Meet Details	
Meet Location: <input type="radio"/> In our gym <input checked="" type="radio"/> External site at the following location: <input type="text" value="Renasant Convention Center, Memphis"/>	Number of Gymnasts: <input type="text" value="more than 150"/>
Type of Meet: <input type="text" value="College Club"/>	Meet Format: <input type="text" value="Modified Capital Cup"/>
Levels of competing gymnasts: <input type="text" value="Xcel Silver, Xcel Platinum, Level 8, Level 9 (all with small modifications)"/> Enter in the above box the levels of gymnasts you intend to invite. As examples: "All levels 3-8", "All Compulsory levels", "Compulsory plus Xcel levels", "Levels 7-10"	
Entry Fees: Team Fee: <input type="text" value="."/> Enter in the above box any team fees, for instance "\$45 per team"	
Gymnast Fee: <input type="text" value="."/> Enter in the above box any gymnast fees, for example "\$50 per L1-3 or Bronze gymnast, \$65 for all others"	
Anticipated number of judges required: <input type="text" value="24"/>	Room accommodations for Judges: <input type="radio"/> Single rooms <input checked="" type="radio"/> Double rooms <input type="radio"/> Hotel room not expected to be needed / not provided <input type="radio"/> Single rooms provided if requested, otherwise double <input type="radio"/> Suite type rooms <input type="radio"/> Other (contact Meet Dir for details) <input type="radio"/> Unknown
How many judges per panel? <input type="text" value="All 2 judge panels"/>	Judges Fee Format: <input checked="" type="radio"/> USAG fee structure <input type="radio"/> USAIGC rate <input type="radio"/> Other
Meet Referee: <input checked="" type="radio"/> Included in number of judges <input type="radio"/> Separate Meet Referee required	What should the judges wear to the meet? <input checked="" type="radio"/> Official uniform <input type="radio"/> Theme Meet Provide description: <input type="text"/>
<input checked="" type="checkbox"/> Local judges requested (50-60 mile range) if possible.	Comments for the assigner, if any: <input style="width: 100%; height: 30px;" type="text"/>
Check here if you intend to request specific judges through the above comment field. <input type="checkbox"/>	
<input checked="" type="checkbox"/> I understand the terms and conditions of the judges employment are governed by the approved USAG Competition Agreement in Rules and Policies.	
When you are finished, please first answer the following question to prove you are a person and not an automated program: What color is the sky on a nice day? <input type="text"/> Then click --> <input type="button" value="SUBMIT"/>	
If the form does not submit, please check for form errors highlighted in red.	

Note that any updates to this form must be submitted no later than 10 days prior to the event.