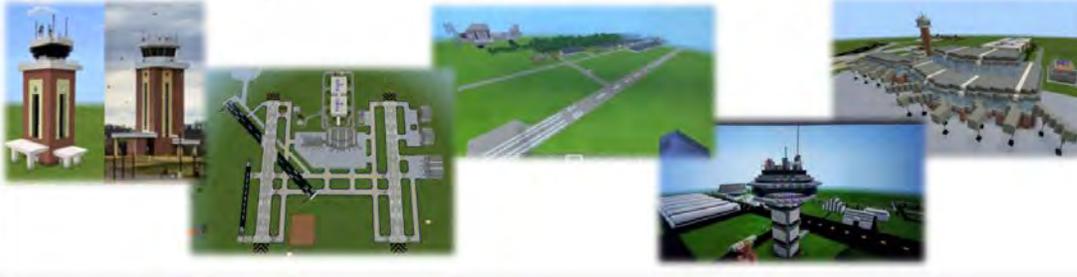




STEM-AVSED Airport Design Challenge



FAA Aviation and Space Education (AVSED) Airport Design Challenge Registration Instructions

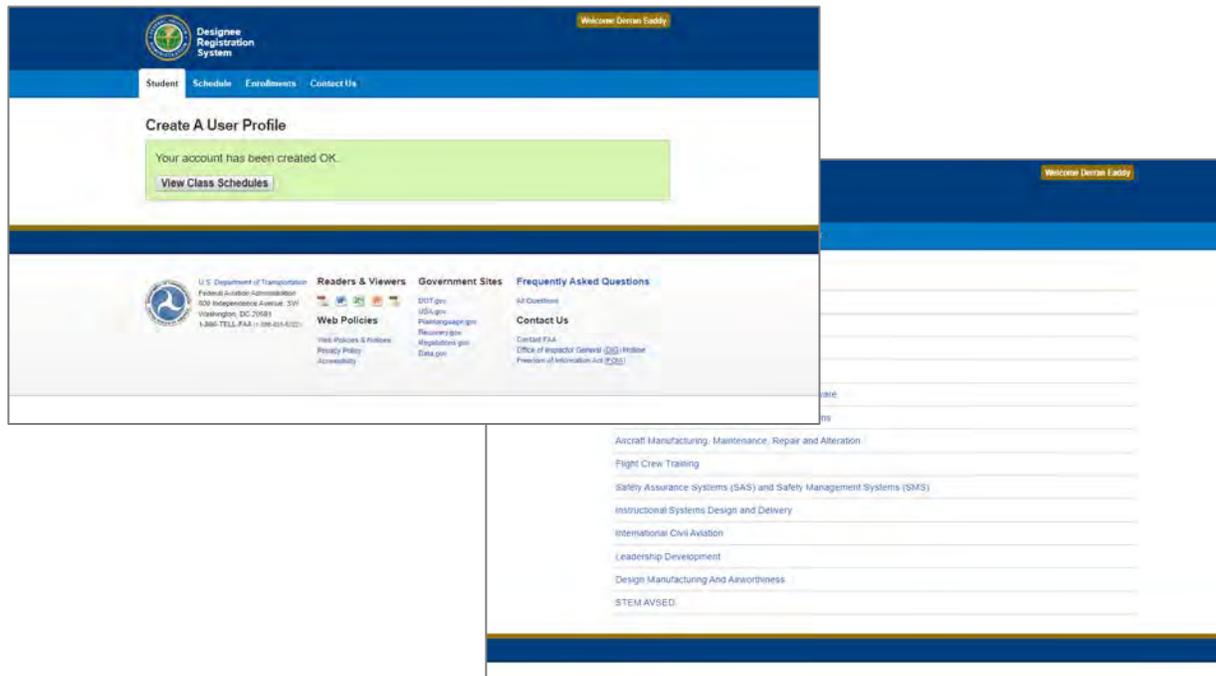
Follow the three-step guide to register for the Airport Design Challenge. Begin by creating an account in the [FAA Designee Registration System \(DRS\)](#) and enrolling in the “(STEM) Airport Design Challenge.” The course module is hosted on the FAA Leadership and Learning web portal.

Registration closes on Sunday, October 25. **IMPORTANT-** Each student must register individually with a unique email address to participate in the challenge. However, they will be given an opportunity to form a team of up to 5 students once they are on the Blackboard system.

STEP 1. Create a free “User Profile” in the FAA Designee Registration System (DRS) by completing the registration form.

- Select the “Create Profile” button at the bottom of the form when it is complete.

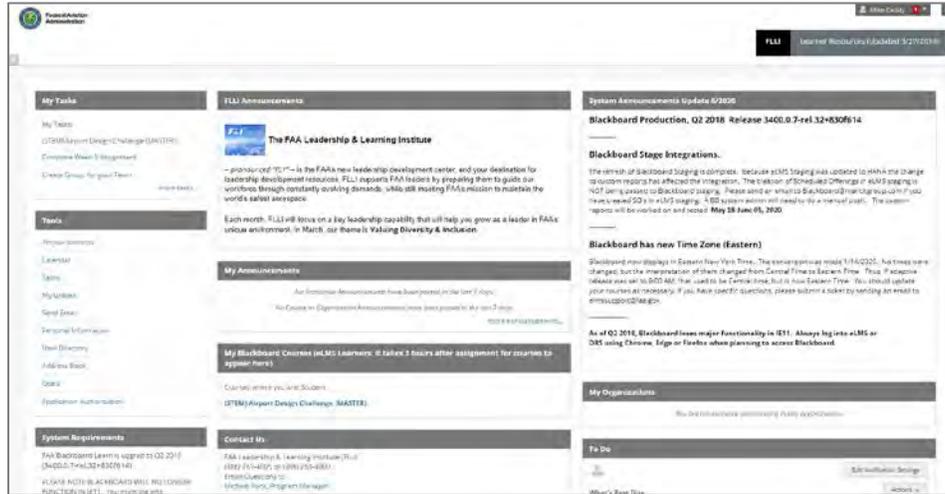
STEP 2. After you have created an account, you will navigate to and select the “(STEM) Airport Design Challenge” module.



- Select “View Class Schedules” on the “Create a User Profile” confirmation page.
- Select “STEM AVSED” from the category list on the next page.
- Select the “(STEM) Airport Design Challenge” module and continue through the pages.
- Select the “Go to Section” button on the “(STEM) Airport Design Challenge” page.
- Select the “Enroll” button on the “Section Details” page.
- Select the “View Your Enrollments” button on the “Enrollment Results” page.
- Select the “Go to Online Course” button on the “View or Change Your Enrollments” page.
- Select the “Go to Online Course” button on the “Online Course” page.

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STEP 3: You will be taken to the FAA Leadership and Learning Institute web portal.



- Select the link to the “(STEM) Airport Design Challenge (MASTER)” in the “My Blackboard Courses” section to begin.
- Select the “Start Here” link in the left navigation bar. Follow the instructions to complete and upload the COPPA Parental Consent Form and Parental Media Consent Forms. These must be turned in through Blackboard before you may gain access to the remaining program materials.
- Monitor your tasks in the “My Tasks” section.

End of instructions