



ARMY HERITAGE CENTER
FOUNDATION



NATIONAL HISTORY DAY IN PENNSYLVANIA
STATE CONTEST STUDENT REGISTRATION CHECKLIST

This checklist will help you ensure that your students are properly registered for the NHD in PA State Contest. If you have any questions about any of these items, please contact Jeff Hawks at eddirector@armyheritage.org or 717-258-1102.

The Zfairs State Contest Registration Site URL is <http://pa1.nhd.org>.

Complete the following before April 3:

- ☐ First log-in (if they used Zfairs for the Regional Contest and were promoted) or account creation (if they did not use Zfairs for the Regional Contest)
- ☐ Waivers and agreements¹
- ☐ Invoice generation (can also be done by teacher)
- ☐ Additional Questions (see tab under student profile)
- ☐ Meal orders (can also be done by teacher)

Complete the following by April 7:

- ☐ Payment completed, **OR**
- ☐ Contact the NHD in PA State Coordinator if payment cannot be made before April 7.

Complete the following before April 10:

- ☐ Project link updated/verified (for documentary, website, and performance)
- ☐ Project file updated/verified (process paper, bibliography, and paper/exhibit)
- ☐ Payment submitted

NHD in PA will send out a draft schedule as soon as possible after registration closes. Students and teachers should review the schedule to ensure the following items are correct:

- ☐ Category and entry title are correct
- ☐ Student names are correct
- ☐ Students are scheduled in the correct category.

¹ If waivers and permissions do not appear, log out, then log back in. If they do not appear when you log back in, contact the State Coordinator.