



# FEIS 2022

*HOW TO SUBMIT YOUR ONLINE ENTRY FORMS*



**SPEECH & DRAMA**  
**Teachers of Ireland**



## FEIS 2022 - Entry Forms

1. FEIS Entry **opens** on January 1st - all renewed members will be eligible to enter.
2. FEIS Entry **closes** on February 1st.
3. Entries can be made in one sitting, **or** over a period of time, up to the closing date.
  - a. Click “submit another entry” when you want to add another entrant
  - b. Click “edit my responses” if you make an error or wish to change a specific entry
4. Fee Invoice will be generated after the closing date - February 1st.
5. Each entry form is valid for one student.
6. Please note that **duologue** entrants have a specific form so that we know who is working together.
7. Students may enter once per competition category (incl. **duologues**)
8. Members must submit the entry form - entries from students or their parents will not be processed.
9. Forms or files shared with you as a member **MUST NOT BE SHARED** with any other party (with the exception of any staff in your employ).





## The Entry Forms

Entry forms will be shared with all renewing members from JANUARY 2022. There are 2 forms - 1 for individual competitions and 1 for duologue competitions.

Each form is valid for one student (the duologue form is valid for the performing pair), and you may submit as many entries as you like.

*If there are any changes to your entries, you can make edits to your form, or get in touch with us and we will help you.*





## I've submitted my entry - what happens next?

*First of all - thank you! We appreciate every single entry and look forward to a fun and exciting competition!*





## *When we get your entry forms:*

*When we receive your entry forms, we will send you a confirmation sheet which will contain all the information you have sent us, and the total cost of your entry.*



*The confirmation sheet will also contain each entrants UIN (Unique Identifying Number) which you will use to label their video submissions.*

*Once you are happy that all the information is correct, you can proceed to pay your fee.*

*When we receive your payment, we will create your **TEACHER FOLDER** for video submissions*



# HYBRID Feis 2022



2022

Folders



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Speech and Drama Teachers of Ireland (you)  
sdtoi.feis2022@gmail.com

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*You'll notice that only the person added to the Teacher Folder can open it.*

*Please make sure that the email address you use to enter is the same as the one we use to contact you (your membership email).*





*From February 7th, 2022, you can begin uploading your video entries - we will share a "How To" Guide for that shortly.*

*Teacher Folders CLOSE on February 27th at 5pm.*

*No late entries will be accepted, but we will contact you if there are any issues with your files, and allow a grace period to address those.*



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