

Jumping Invitations

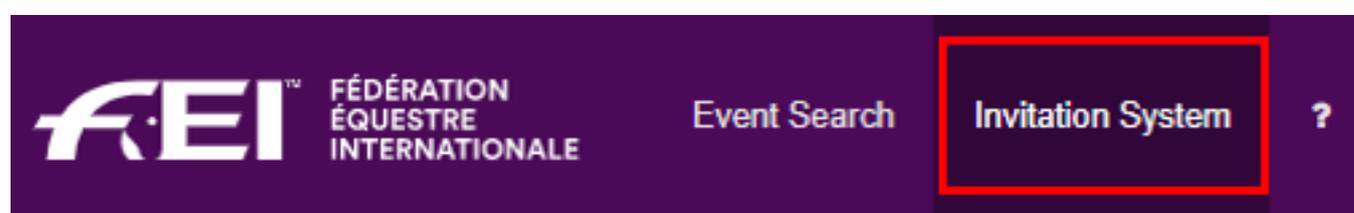
How to confirm my Athlete's wish list on the FEI Online Invitation System

Your Athlete has made their choices for a given week?

You need to confirm their choices before the invitations are allocated?

Step 1: Go to <https://invitation.fei.org> and login with your FEI ID number and password.

Step 2: In the top menu bar, click on **Invitation System**.

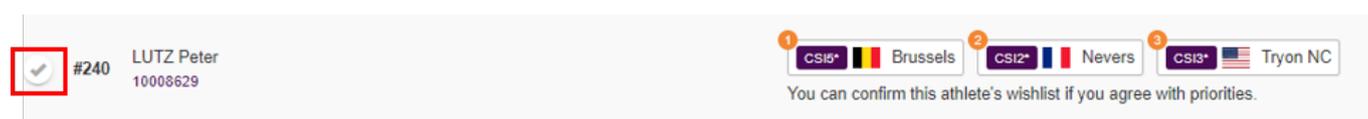


Step 3: Select the week for which you need to confirm your Athlete's choices.



Step 4: Scroll down to the Athlete you wish to confirm. You will see their chosen Events and their order of preference. The list of Athletes is ordered by their Ranking number position.

If you agree with their wish list, you must click on the check button on the left hand side.



Once confirmed, the check button color changes to **green**, no further action is required from your side for this Athlete.

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1 CS16* 🇧🇪 Brussels 2 CS12* 🇫🇷 Nevers 3 CS13* 🇺🇸 Tryon NC

Step 5: It is possible to navigate through your list of Athletes by using the **Filters** option on the right of the screen. To see only Athletes that you need to confirm you can filter on **Action required**.

The screenshot shows a web interface for managing athletes. At the top left is a search bar labeled 'Athlete name or FEI ID'. To its right are buttons for 'Select all', 'Download', 'Wish lists with choices', and 'Order by...'. Below the search bar is a green button labeled 'Confirm All selected athletes'. A text instruction reads: 'You can confirm your athlete's wishlists by clicking on the check button.' On the right side, a dropdown menu is open, listing filter options: 'All Athletes', 'Ignored wish lists', 'Confirmed wish lists', 'Wish lists with choices', and 'Action required'. The 'Action required' option is highlighted with a red border. A 'Show help' button is also visible on the right.

Please note: You must confirm each Athlete individually prior to the end of the National Federation confirmation week.

Any Athlete not confirmed by their National Federation, will not be considered during the allocation of invitations.

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