

THE ULTIMATE SCHOOL CAMP



HOW TO REGISTER YOUR SCHOOL FOR THE GREAT VIC BIKE RIDE

Important: Creating a team is not an **event registration**. Each participant, including yourself if riding, will need to complete an individual registration and pay (or using a promo code) for their registration.

1

Please contact our Rider Experience Manager to obtain the **access code** for School Group Tickets at greatvicschools@bicyclenetwork.com.au or by calling 03 8376 8839.

If you are collecting entry fees from parents and would like your school to be invoiced by Bicycle Network in November, please also request a **promo code** allowing for participants to sign up free of charge.

2

Click on the link to the [Great Vic Schools Shop](#)
Scroll to the appropriate ticket type (School team Administrator) and click 'I have an access code'

School Team Administrator - Team Captain Access code only

Only used for the teacher or school administrator to create the school Team.

Team Captain - not registration

I HAVE AN ACCESS CODE

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Enter the access code and validate.

School Team Administrator - Team Captain **Access code only**

Only used for the teacher or school administrator to create the school Team.

Team Captain - not registration

Access code

Validate

Cancel

3

If you don't already have an account, create your log in details with an email and password. Click 'Sign Up' to continue.

The logo for Bicycle Network Race Roster, featuring the Bicycle Network logo and the text "RACE ROSTER".

Welcome To Race Roster, our online registration partner. Please sign in to proceed.

Let's get started

What is your email address?

Do you have a Race Roster password?

☐ No, I want to create a password.

☒ Yes, I have a password.

Enter password

[Forgot password?](#)

Sign in


OR

Sign in with Facebook

If you already have an account, click "Yes, I have a password, and enter your email address and password previously created. Click 'Sign Up' to continue.

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RACE ROSTER

Welcome To Race Roster, our online registration partner. Please sign in to proceed.

Let's get started

What is your email address?

Do you have a Race Roster password?

☐ No, I want to create a password.

☒ Yes, I have a password.

Enter password

[Forgot password?](#)

[Sign in](#)

OR

[Sign in with Facebook](#)

4

Select your ticket type and enter the contact details of the School Captain (you).

School Groups

- ☒ **School Team Administrator - Team Captain** — Team Captain - not registration — Only used for the teacher or school administrator to create the school Team. [Unlocked](#)
- ☐ **School Participant Entry** \$950.00 — Early Bird — School Group entries only. Please contact your teacher for the access code. Age discount for under 18 applied at checkout. [Unlocked](#)
- ☐ **Suitably Qualified Adult** — Schools are required to bring along a certain number of supervising adults that will be responsible for the conduct, behaviour and wellbeing of the students making up their group. Such a supervising adult is known as a Suitably Qualified Adult (SQA). Any teacher or adult member (parent or other adult aged 18+) of the riding group can be considered an SQA. It is at the discretion of each participating school to select which teachers or extra adults from their group will be considered SQAs. SQAs attend the ride free of charge. SQAs that a school group can bring on the ride depend on the number of students attending. Schools must provide the allocated number of SQAs to supervise the group. More adults are always welcome. SQAs ratios apply for the full ride. [Unlocked](#)

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**GREAT VIC
BIKE RIDE**



5

Click 'Create New Team' and enter your school name in the textbox below. You can also create an access code to allow others to join your team. Take note of it before sharing it to your team as Bicycle Network does not have access to it.

School Teams

Add registrant to a team? *

Create new team

Team name *

Create Student Access code (optional) ⓘ

6

Press continue (no need for a promo code to register as a Captain)

Enter promo code

Enter promo code

CONTINUE

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7

Read the Terms & Conditions and scroll down to the bottom to complete sign-off waiver, followed by clicking 'Continue'.

Agreements and additional terms for participant #1 - Marie Lepretre

Please read the following documents carefully

GVBR25 Terms and Conditions

Terms and Conditions of Entry

These Terms and Conditions of Entry ("Entry Terms") are designed to enable the Great Vic Bike Ride 2025 from 23 November to 28 November 2025 (the "Ride") to run smoothly. By registering to participate in the Ride, you (the "Ride Participant"), and any additional Ride Participants that you purchase entries for, accept and agree to be bound by these Entry Terms:

Entry requirements

1. The Ride Participant may elect to take part in the Great Vic 5-day Ride only ("Ride Option").
2. The Ride Participant may enter online only using the official entry system.
3. If the Ride Participant is aged 17 years or younger on the first day of the Ride, the Ride Participant must be accompanied on the ride by a Parent/Guardian. The Parent/Guardian may agree that another adult, such as a School Teacher, can fulfil this role for them.
4. It is recommended that children under 12 years of age travel on a bike with a parent or guardian such as on a tandem, in a bike seat, trailer, tag-a-long or similar. For further details, please see [babies and toddlers on the Great Vic Bike Ride](#).

Please read and scroll to the bottom to complete sign-off on this waiver.

CONTINUE

8

Confirm your order details and email address, followed by 'Submit order'.

Please confirm your order details


Great Vic Bike Ride 2025

Mortlake VIC, Australia

Please verify your information and click **Submit order**

Marie Lepretre

School Team Administrator - Team Captain -

Email receipt to: 

SUBMIT ORDER

By clicking "Submit order", I acknowledge that I have read and understand the [Race Roster Privacy Policy](#), and I agree to the [Race Roster Terms of Service](#).

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Congratulations! You have successfully registered your School Group!

Check your inbox for two confirmation emails, which include the unique registration link your team members will need to join your team (if registering individually). If you've created a promo code, don't forget to share it with them as well.

10

Payment options:

If individual riders are paying:

1. All riders will need to make payment via Credit/Debit Card to confirm their individual registration.
2. Or enter an applicable promo code at checkout.

If the School Group is paying:

1. School Captain can make group payment via Credit/Debit Card to confirm group registration. Please note that. Although you may sign up for as many individuals as you need, **you need to proceed to payment within 15** minutes of starting the registration process (spots are not held beyond that time).
2. Or invoicing is available for schools, please contact greatvicschools@bicyclenetwork.com.au to request this before the remaining of your school group start registering.

RACE ROSTER

Event details

Contact

Sign out

Menu

Billing information

Edit

Order summary

Chelsea de Ruyter total \$1

[View detailed summary](#)

Order total \$1,30

Payment information

Card

Card number

1234 1234 1234 1234

Expiration

MM / YY

CVC

CVC

Please note this transaction will appear on your credit card as a variation of GREATVICBIKERIDE2024 or Race Roster 8559695515.

By clicking "Submit order", I acknowledge that I have read and understand the Race Roster Privacy Policy, and I agree to the Race Roster Terms of Service.

Submit order

Have a promo or gift code? Add one now

Apply

To manage your team and invite riders, please follow the next set of instructions.

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HOW TO REVISIT YOUR SCHOOL GROUP REGISTRATION

1

You will have received an email from us that provides a link to your group 'dashboard' – we suggest saving this email confirmation for future reference.

Manage registration

View event details, updates, and manage your registration by visiting your participant dashboard

Visit dashboard

Select 'Visit dashboard' to log in and manage your group registrations or share the invite link to your riders to sign up.

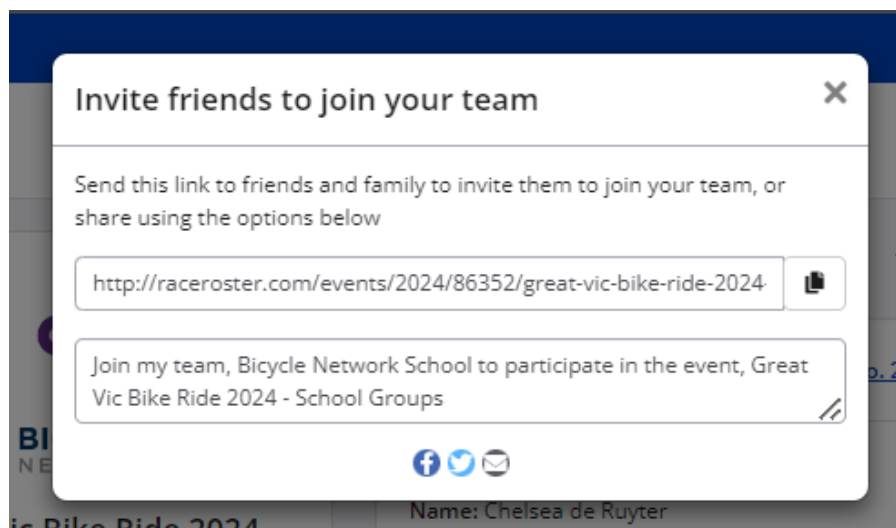
ADDING RIDERS TO YOUR SCHOOL GROUP

1

After logging into your group dashboard via your confirmation email, the School Captain can select 'Invite friends' to share a joining link with their riders. Here, riders will complete their own registration.

The screenshot displays the 'Registration details' tab of the 'Great Vic Bike Ride 2024 - School Groups' dashboard. On the left, there's a sidebar with the Bicycle Network logo, event name, date (Sat, November 23, 2024 12:00 pm), and contact information. The main content area shows a '9 Day Adult Ticket' with confirmation number 27601648. Below this, there are sections for 'Personal details', 'Additional details', and 'Products'. A green box highlights the 'Team' section, which lists the 'TEAM CAPTAIN' as 'Bicycle Network School' with an 'Invite friends' button. At the bottom, there are links to 'View waiver acceptance' and 'Download waiver acceptance'.

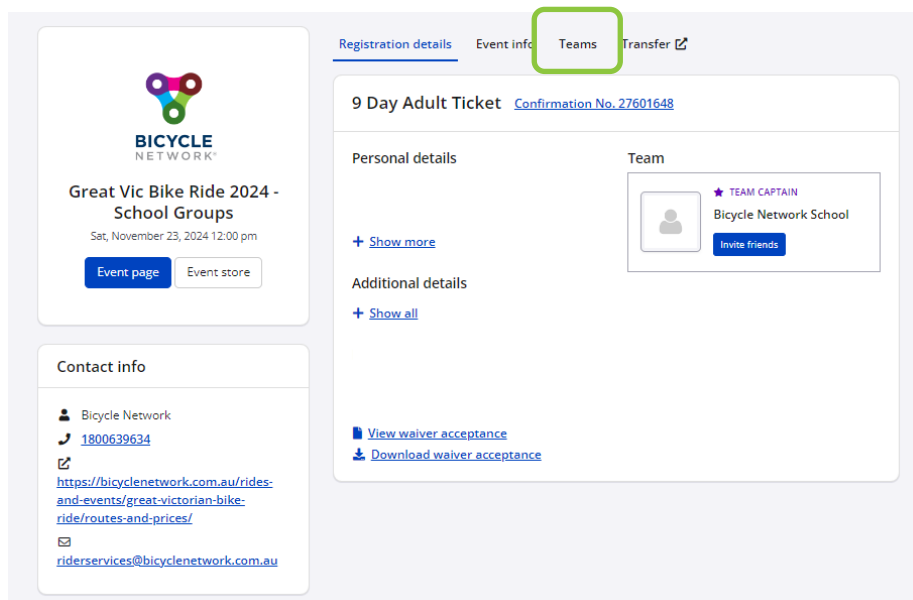
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MANAGING YOUR GROUP DASHBOARD

1

After logging into your group dashboard via your confirmation email, the School Captain can select 'Teams' to view who has registered.



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2

From here, select 'Team actions' to manage your school group by: Viewing registered riders, sending a group message through Race Roster or export a team list to view individual details.

Great Vic Bike Ride 2024 - School Groups
Sat, November 23, 2024 12:00 pm

[Event page](#) [Event store](#)

Contact info

Bicycle Network
 1800639634
 <https://bicyclenetwork.com.au/rides-and-events/great-victorian-bike-ride/routes-and-prices/>
 riderservices@bicyclenetwork.com.au

Registration details Event info **Teams** Transfer

Receive email notification on new member registrations ☒

Bicycle Network School Team actions

TOTAL TEAM MEMBERS
1

Team entry URL
<http://raceroster.com/events/2024/86352/grez>

Show entries 10

First name	Last name	Sub-event	Date registered	Bicycle Network Membership - Individual (Annual) (0)	Carbon Offset Your Ticket (0)	FREE Commemorative t-shirt (1)
Chelsea	de Ruyter	9 Day Adult Ticket	March 1, 2024			

Showing 1 to 1 of 1 entries Previous **1** Next

For any registration enquiries, please contact the Great Vic school's team for assistance via greatvicschools@bicyclenetwork.com.au or (03) 8376 8888.