

How to Claim a Standards Award

Claiming standards awards is now a simple task of a few clicks on the VTTA website. Claims must be made by 1st November each year.

NB : Only those who have purchased standards can claim and order

1. On the website (www.vtta.org.uk) login with your email address and password.
2. Click on your name, My Profile, and My Standards. You will see a new screen with one or two sections, depending upon whether you have achieved an award:
 - **My Baselines:** this shows your most recent claim for each distance (or 12/24 hours) over the three seasons before the current season. If you have not made a claim at any distance (or time) then the standard for your current age is shown. Based on your past claims the system will also show your Plus (as calculated using the current standards) and the Target Time/Distance you need to achieve this year to win a medal
 - **NB If you cannot see your baseline** in My Standards you need to email info@vtta.org.uk to ask for it to be added (this may apply to members who purchased standards for the first time in 2022)
 - **Improvements on Baseline;** in this section are shown all the results you have achieved this year, taken from the CTT site, which improved on your standards' baselines. If there are no improvements this section does not appear.
5. **The 'Claim' button:** if you have made a payment for standards then you will see a 'Claim' button after each improvement. If you have improved on standard in more than one event, then all improvements are shown and you can select which one to claim for.
6. **The 'Order' button:** when you have clicked on a claimed improvement, you will see that your baseline is now the new performance. An 'Order' button will appear enabling you to order an award for that improvement. Once you have clicked that your Group recorder will then order your medal or plaque depending on the number of your successful claims

1st October 2022