



MAA AMC

AMC 8

COMPETITION MANAGER'S MANUAL

2026-27 Competition Cycle

Contents

Contents	2
1. About the AMC 8	4
2. Key Dates and Deadlines for 2026-27	4
3. Student Eligibility	5
4. AMC Competition Sites and Competition Managers	5
Competition Manager eligibility	5
5. Pricing, Refunds, and Credit	5
Bundles and student licenses	5
Registration fee	6
6. Reminders for Competition Day	6
7. Post-Competition Discussion Rules	6
8. Student Accommodations	7
Time accommodations for digital administration	7
Translations, braille, and large print	7
9. Inclement Weather and School Closures	7
10. Disqualifications and Cheating	7
11. MAA Policy for Changes	8
12. Quick Guide to Hosting the AMC 8	8
Before the competition	8
During the competition	8
After the competition	9
13. Key Contacts	9
14. The MAA AMC Platform at a Glance	10
The AMC Dashboard	10
The Competition Administration Portal	10
Two administration formats	11
15. Logging In	12
New Competition Managers	12
16. Inviting and Approving Students	13
Share your Student Registration URL	13
Verify student eligibility and approve your students	14
Correcting a student's name or email address	14
Consent questions	14
Ordering additional licenses	15
17. Preparing for Competition Day: Print & Scan Format	15
Print your competition booklets	15
Print your answer sheets	15
18. Preparing for Competition Day: Digital Format	16
Prepare student login credentials	16
19. Technical Requirements and Previewing the Competition	17
Tech specs	17

Preview the competition yourself	17
20. Administering the Competition	18
When to administer	18
Collect all electronic devices	18
Distribute the competition: Print & Scan format	18
Distribute the competition: Digital format	19
End the competition	19
21. Scanning and Uploading Answer Sheets	20
Scan in the required format	20
Tips for a clean scan	20
22. Score Reports and Sharing Scores	23
When scores are available	23
Find your score reports	23
Summary of report types	26
Export your reports	26
Share scores with students	26
Student access to scores	27
Certificates	27

PART 1

Essentials

Policies, dates, and a quick guide to hosting the AMC 8. For more detailed instructions on how to use the AMC platform, see Part 2.

1. About the AMC 8

The AMC 8 is a 25-question, 40-minute multiple-choice competition in middle school mathematics, designed to develop students' problem-solving skills and interest in mathematics.

Unlike the AMC 10 and AMC 12, the AMC 8 does not have separate A and B dates. It is administered on one day of your choosing within Competition Week. Students may only take the AMC 8 once during Competition Week.

2. Key Dates and Deadlines for 2026-27

Milestone	Date	Notes
Early Bird Registration Deadline	October 28, 2026	\$55 registration fee
Regular Registration Deadline	January 5, 2027	\$75 registration fee. Final deadline for new Competition Managers.
Late Registration Deadline	January 14, 2027	\$115 registration fee. Returning Competition Managers only.
AMC 8 Competition Week	January 21 to 27, 2027	Administer on any one day in this window, between 8:00 a.m. and 11:59 p.m. ET.
Additional Bundles Deadline	January 26, 2027	Additional bundles must be purchased by 11:59 p.m. the day before you are scheduled to give the AMC 8.

You may find more information about registration at maa.org/amcreg. Please note that you will not be able to gain access to the competitions and register your students until we have received payment, so if paying by check please register as early as possible to allow for processing and mailing time.

Schedule early in the week. If your site closes on the day you scheduled the AMC 8, you can move it to another day inside Competition Week, but not past the final day. Aiming for the beginning of the week preserves that flexibility. See Section 10.

3. Student Eligibility

Competition	Eligibility requirement
AMC 8	Grade 8 or below, and under 15.5 years of age on the day of the competition.

Both conditions must be met. Students may only take the AMC 8 once during Competition Week. Refer to our [official MAA AMC policies](#) for full details on student eligibility.

4. AMC Competition Sites and Competition Managers

The AMC may be hosted by math and educational organizations with physical premises for **proctored, on-site** test-taking. Examples include the following:

- Schools
- Universities
- Learning Centers
- Math Circles

Home schools are not permitted as host organizations. The MAA requires competition sites to provide documentation to become a competition site.

Competition Manager eligibility

The MAA AMC is registered and administered by a Competition Manager (CM). A CM must be:

- An adult;
- Not related to, or a legal guardian of, any of the students competing at their site;
- Affiliated with the competition site, and able to demonstrate that affiliation.

Under no circumstances may a parent or guardian of an AMC student register for the competition.

For full eligibility requirements for AMC competition sites and CMs, see our [official MAA AMC policies](#).

Competition Managers register the host site. Students enroll themselves using the Student Registration URL the CM provides. See Section 16.

5. Pricing, Refunds, and Credit

Register your site at portal.maa.org/Competitions/s/login/ by the deadline. Note there is an earlier deadline for new CMs and sites.

Bundles and student licenses

- One bundle costs \$25 and provides ten student licenses for the AMC 8.

- Licenses can be applied to either Digital or Print & Scan Administration.
- Additional bundles must be purchased by 11:59 p.m. the day before you are scheduled to give the AMC 8, and by the Additional Bundles Deadline in Section 2.
- Additional bundles ordered close to the deadline must be paid by credit card so that payment is received before the competition.

Registration fee

A registration fee applies, based on when you register: \$55 for early bird, \$75 for regular, and \$115 for late registration. See Section 2 for the deadlines attached to each tier.

The MAA is not able to provide refunds or credits after registration.

6. Reminders for Competition Day

Permitted Materials for All Students	Prohibited Materials for All Students
Writing utensils, blank scratch paper provided by CM, rulers, erasers	Calculators, smartwatches, phones, computing devices, compasses, protractors, graph paper

- Remote proctoring is never permitted.
- Students may not take both the AMC 10 and the AMC 12 on the same day.
- You should provide blank scratch paper for students; students are not permitted to bring in their own.
- If a student has an urgent need to use the bathroom, all materials remain with the CM. No other breaks are permitted.
- Students should bring lunch and snacks as needed. There is no lunch break during the competition.
- Failing to turn in all devices, or using a device during the competition, is grounds for disqualification.

Find the full list of rules and policies regarding Competition Day [here](#), and regarding violations of the rules [here](#).

7. Post-Competition Discussion Rules

Because host sites administer the competition worldwide throughout Competition Week, problems and solutions must not be discussed in any online or public forum until the day after the competition period ends, at 8:00 a.m. ET.

Reproduction or dissemination of problems or solutions by phone, email, or any digital media before that time is a violation of the competition rules and will result in disqualification.

Classroom tip. After Competition Week ends, set aside class time to discuss problems and solutions.

8. Student Accommodations

Competition Managers may make arrangements consistent with each participant's accommodation plan. AMC 8 accommodations for physical and learning disabilities include:

- A time extension of either double time or time and a half, and/or
- A Competition Manager or school administrator reading the questions aloud and marking answers as directed by the participant.

Time accommodations for digital administration

If a student taking AMC 8 requires extra time as an accommodation, the CM must submit the Special Accommodations form on the [MAA AMC Platform](#) under "Competition Resources" after registration to secure online timing extensions. This form is needed only for Digital Administration; CMs need not fill out the form for students taking the Print & Scan format of the AMC 8 who require additional time.

Translations, braille, and large print

- Simplified Chinese, French, and Spanish translation booklets appear on the "Competition Booklet" page of the Competition Administration Portal and are administered using the Print & Scan format.
- Large print accommodations can be met by administering the competition digitally and using the browser's zoom feature.
- AMC 8 is available in Braille. CMs may request Braille versions of the exam by emailing amcinfo@maa.org on or before the Regular Registration deadline. Braille competitions are mailed to Competition Managers and must be returned by mail.

9. Inclement Weather and School Closures

If school is canceled on the day the AMC 8 was scheduled, you can administer the AMC 8 on a different day, as long as that day falls within Competition Week.

- Aim to schedule the AMC 8 toward the beginning of Competition Week to preserve this flexibility.
- The AMC 8 cannot be administered after the final day of the competition period.
- If rescheduling the date is not possible, you may also administer the competition at a local school, university, or library, pending approval of an administrator at your institution

Remote proctoring is not permitted as an alternative under any closure scenario. Students found to have taken the AMC 8 remotely will have their scores canceled.

10. Disqualifications and Cheating

The MAA takes all disqualifications, cheating accusations, and suspicious behavior seriously. During the competition, the Competition Manager or proctor must not answer any questions about the problems, and must ensure that no participant has the opportunity to communicate with any other entity while the competition is in progress.

Administrators who directly observe a student violating the MAA Competitions policies must immediately contact the MAA at amcintegrity@maa.org to report the violation. Review our full [integrity policy](#) before Competition Day.

11. MAA Policy for Changes

Please review the full MAA [AMC official policies](#). The MAA may change program rules, regulations, awards, and conditions of participation in whole or in part. Whenever possible, competition managers will be notified of these changes ahead of time. It is incumbent upon competition participants to stay apprised of any changes to MAA policies or competition rules through MAA's official website.

12. Quick Guide to Hosting the AMC 8

This is the short version. Each step names the Part 2 section with the full detail.

Before the competition

1. **Review all of the MAA AMC and MAA Competition Academic Integrity policies** at <https://maa.org/student-programs/amc/maa-american-mathematics-competitions-policies/>.
2. **Log in to the MAA AMC Platform.** Complete multi-factor authentication if it is requested and whitelist the sender address so codes are not blocked. See Section 15.
3. **Invite students to register.** Send your Student Registration URL and the MAA AMC Student Guide. Allow time for parents and guardians to complete the consent questions. See Section 16.
4. **Confirm student eligibility and approve your students.** Mark the check boxes for students individually or use the toggle to check all at once. You can approve up to the number of licenses purchased. Order additional bundles through the [Competitions Registration Portal](#) before the deadline. See Section 16.
5. **Choose your day within Competition Week** and reserve a quiet room for at least 70 minutes, allowing time for pre- and post-competition activities. See Section 20.
6. **For Print & Scan administration: Print booklets and answer sheets.** Answer sheets are unique to each student and are generated once students are approved. Booklets release one day before. See Section 17.
7. **For Digital administration: Prepare student login credentials.** Students must bring their portal credentials on Competition Day. Reset passwords or change account emails from your dashboard as needed. See Section 18.
8. **Preview the competition.** Peruse a practice competition yourself, and encourage students to try a digital practice competition on their own device. See Section 19.

During the competition

1. **Collect all devices.** Calculators, phones, smartwatches, and similar devices. Keep them with you until competitions have been submitted. See Section 20.
2. **Distribute the competition.** Print & Scan: hand out booklets and each student's unique answer sheet. Digital: share the Student Login URL, then the passcode only when you are ready to begin. See Section 20.

3. **Set the timer for 40 minutes and begin.** You are responsible for timing all students, regardless of format. The digital countdown clock does not submit their work for them. See Section 20.
4. **For Digital Administration: Confirm every student shows “(In Progress)”** on the Digital Student Registration page. See Section 20.
5. **Monitor students continuously.** Do not answer questions about the problems. See Section 20.
6. **After 40 minutes, direct students to stop working.** Digital: remind every student to press the submit button, then confirm each one shows “(Complete)” on the Digital Student Registration page. See Section 20.

After the competition

1. **For Print & Scan administration: Collect answer sheets and booklets immediately.** Booklets may be returned to students at 8:00 a.m. ET the day after Competition Week ends. See Section 20.
2. **For Print & Scan administration: Scan and upload by the deadline,** after checking every answer sheet for complete, clear bubbling. See Section 21.
3. **For Print & Scan administration: Verify your uploads.** Check Upload History to confirm every student appears with their name and Student ID. See Section 21.
4. **Pull your score reports and share individual scores with students.** Never share student scores with other students. See Section 22.

13. Key Contacts

Topic	Contact
Registration, orders, and policies	amcinfo@maa.org or the MAA AMC Help Desk at 1-800-527-3690, Monday through Friday, 8:30 a.m. to 5:00 p.m. ET
Technical issues with the AMC Platform	amctech@maa.org
Disqualifications and cheating reports	amcintegrity@maa.org

PART 2

Platform Walkthrough

Below you can find the full detail for every step in the Quick Guide. There may be slight aesthetic differences between the live MAA AMC Platform and the screenshots in this guide as the site has been visually updated.

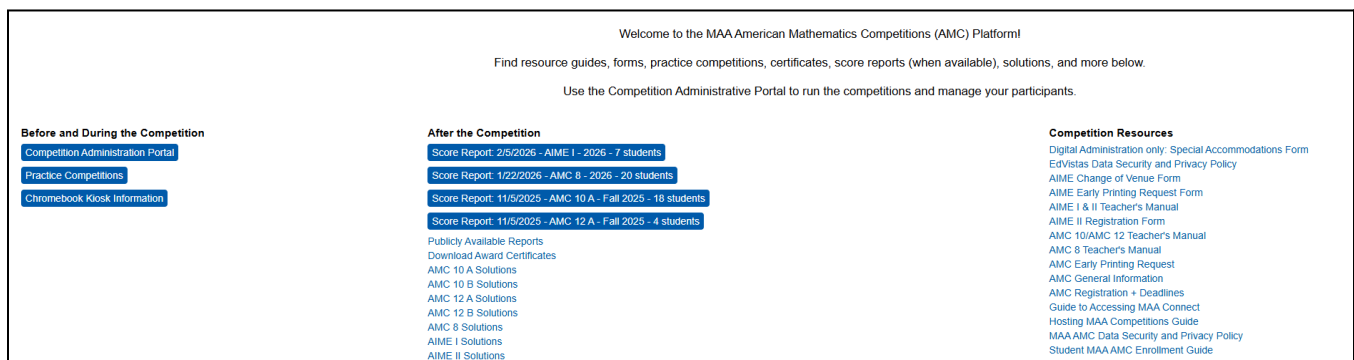
14. The MAA AMC Platform at a Glance

Platform link: maa.edvistas.com

The AMC Dashboard

Logging in brings you to the AMC Dashboard, organized in three columns:

- **Before and During the Competition.** Administer the competition and preview practice competitions.
- **After the Competition.** View score reports, print certificates, and access solutions when available.
- **Competition Resources.** Find the Special Accommodations form (needed only for Digital Administration), the large site printing request form, competition manager guides, and more.



The Competition Administration Portal

From the AMC Dashboard, click "Competition Administration Portal." The portal is divided into a Digital Administration column and a Print & Scan Administration column, each with the materials for that format. Six features to know:

1. **Competition Selection.** Switch between past and current competitions. If you are administering multiple competitions in a cycle, for example AMC 10A and AMC 8, this is how you toggle between them. You will not see the current cycle's competitions until MAA has received payment for your order.
2. **Access the Competition.** Administer digitally, on paper, or both. For Print & Scan, click "Competition Booklet" to print. For Digital, click "Official Digital Competition" to find the Student Login URL and passcode.
3. **Manage Student Registration.** Invite students and manage your roster. Once a student is enrolled, they appear on both the Digital and Print & Scan lists.
4. **Download Answer Sheets.** Download the unique, barcoded answer sheets for every enrolled and approved student.

5. **Upload Answer Sheets.** Upload scanned answer sheets after the competition.
6. **Upload History.** Confirm your uploads are processed correctly.

Two administration formats

You choose the administration format, Print & Scan or Digital. The Student Registration URL is the same for both formats, so you do not need to decide before students enroll.

- You may switch formats on the day of the competition.
- You may split a single class between the two formats.

Print & Scan Format:

Digital Format:

The screenshot shows the MAA AMC Student Portal interface. At the top, there's a navigation bar with "Home | My Info" and "Logout". Below that, a header indicates "AMC 10 A - Fall 2021" and "Directions | Sign Out". The main content area is titled "Question 1" and features a "Review" button. The question asks: "What is the value of $\frac{(2112 - 2021)^2}{169}$?" Below the question are five multiple-choice options: (A) 7, (B) 21, (C) 49, (D) 64, and (E) 91. At the bottom of the page, there is a toolbar with icons for bookmark, note, competition directions, highlighter, line reader, answer eliminator, and ruler.

15. Logging In

After completing MAA AMC registration and payment, you will receive an email inviting you to log in to the MAA AMC Platform. Open the link <https://maa.edvistas.com> to log in.

New Competition Managers

1. Click "First time login or forgot your password?" on the login page.
2. Enter the email address you used during MAA AMC registration.
3. You will receive an email with instructions for setting your password. Check your spam folder if it does not arrive in your inbox.
4. Set your password and log in with your new credentials. Check the "Remember me on this device" box if it is your personal device; otherwise you will be prompted to complete multi-factor authentication.

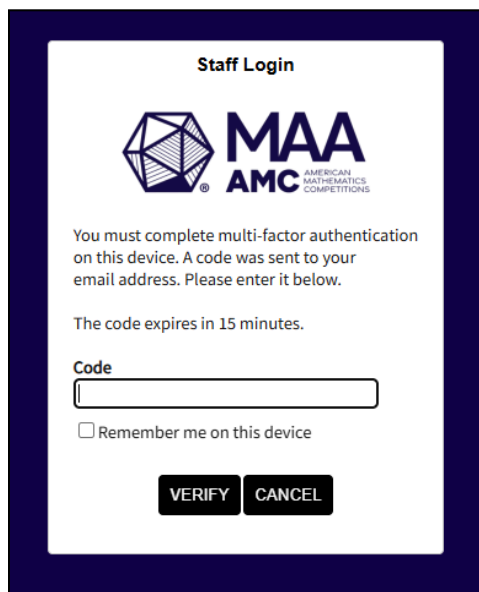
The image contains two side-by-side screenshots of the MAA AMC Staff Login page. The left screenshot shows the login form with fields for "User ID" and "Password", a "LOGIN" button, and a link for "First-time login or forgot your password?". Below the login form, there is a note: "If this is your first time accessing the system, please use the 'Forgot your Password?' link to establish your password." The right screenshot shows the same page but with the "Email" field highlighted and the "EMAIL ME" button visible. A link for "Back to Login section" is also present at the bottom.

Multi-factor authentication

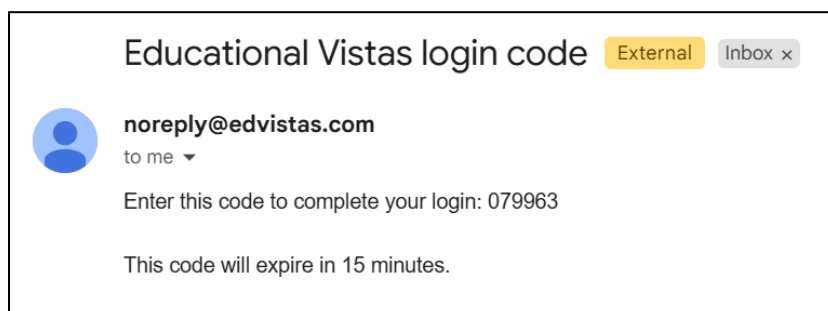
When you log in on a new device, you will see a screen asking you to complete multi-factor authentication. A code is sent automatically to the email address on your account. Please check your spam folder if you do not see it within a few minutes.

Enter the code within 15 minutes and click "Verify."

- On your own computer, check the "Remember me on this device" box to avoid repeating this step.
- On a shared computer, do not check that box.
- You will need to complete multi-factor authentication on each new device.



The image shows a 'Staff Login' screen for the MAA AMC (American Mathematics Competitions). It features the MAA AMC logo at the top. Below the logo, it states: 'You must complete multi-factor authentication on this device. A code was sent to your email address. Please enter it below.' It also mentions 'The code expires in 15 minutes.' There is a text input field labeled 'Code'. Below the field is a checkbox labeled 'Remember me on this device'. At the bottom, there are two buttons: 'VERIFY' and 'CANCEL'.



The image shows an email from 'noreply@edvistas.com' with the subject 'Educational Vistas login code'. It has two tabs: 'External' (selected) and 'Inbox x'. The email body says: 'Enter this code to complete your login: 079963'. It also states: 'This code will expire in 15 minutes.'

Whitelist the sender. Authentication codes come from noreply@edvistas.com. Add that address to your address book or ask your IT team to whitelist it, so codes are not blocked by your school or district email system.

New Competition Managers will only have access to the platform once MAA has received payment for the MAA AMC.

16. Inviting and Approving Students

Share your Student Registration URL

In the Competition Administration Portal, click either "Student Registration" button to find the unique Student Registration URL for that competition.

- Share the URL with students or parents/guardians through a class email list or website.
- Send the correct link if you are hosting multiple competitions.

- Send students the MAA AMC Student Guide (found under “Competition Resources” on the [AMC Dashboard](#)) so they enroll correctly.

Student Registration URL: <https://maa.edvistas.com/datamate/testRegister.aspx?id=b68f8abe-c9b6-41dc-9a7a-a9f1002334f9> Save Approved Students

Licenses used: 19 / 20 ☐ Toggle All Approved

ID	District ID	Last	First	Grade	Email	Additional Time	Approved			DQ
999999925	345678	999999925	Student	10	0002_999999925		☒	Reset Pwd	Remove	☐
999999926	630854	999999926	Student	10	0002_999999926		☒	Reset Pwd	Remove	☐

Verify student eligibility and approve your students

As students register, they appear on your list. Students who are not yet approved are grouped at the bottom. Approved students move to the top.

- Verify that each student meets the [eligibility requirements](#) for the competition.
- Check the "Approved" box in each student's row individually, or use the toggle at the top of the column to check all students at once.
- Click the “Save Approved Students” button in the top right corner to save your approvals.
- Students are notified by email when they are registered and when they are approved.
- The licenses used count shows how many more students you can approve.
- To remove a student, deselect the checkmark and save again, or click "Remove" at the end of their row.

Student Registration URL: <https://maa.edvistas.com/datamate/testRegister.aspx?id=b68f8abe-c9b6-41dc-9a7a-a9f1002334f9> Save Approved Students

Licenses used: 19 / 20 ← This shows you how many more students you can sign up based on your initial order. ☐ Toggle All Approved

ID	District ID	Last	First	Grade	Email	Additional Time	Approved			DQ
999999925	345678	999999925	Student	10	0002_999999925		☒	Reset Pwd	Remove	☐
999999926	630854	999999926	Student	10	0002_999999926		☒	Reset Pwd	Remove	☐

Correcting a student's name or email address

If a student made a mistake while entering their name or email address, you can correct it from your registration list.

Click in the field, type the correct information, then click anywhere else. The box flashes green to confirm the change saved, and the student sees the updated information in their profile.

Licenses used: 1 / 11 [Move Licenses](#) Export Roster ☐ Toggle All Approved

Student Competition ID	Student District ID	Last	First	Legal First (If different)	Grade	Email	Add Time	Approved			DQ	Cancelled
12044		Smith	Smith	Smith	1	amchq@maa.org		☒	Reset Pwd	Remove	☐	☐

Legal name and preferred name

The First name field populates from the “Preferred First Name” field on the enrollment form. That is the name that appears on the student's answer sheet and on your registration list. The legal name field is there for you to verify students against an official school roster during approval, if needed.

Consent questions

Because all AMC 8 participants are under 18, a parent or guardian must review and answer four consent questions and agree to the MAA's Release and Waiver of Liability/Indemnity Agreement before the student

submits their registration. The "Register for Exam" button at the end of the form must be clicked to complete registration.

- **A student who selects the "I am the student" option is recorded as a no.** Please make students aware of this before they register.
- Allow time for students to complete this step at home with a parent or guardian.

Ordering additional licenses

If you need more licenses than you originally purchased, order additional bundles through the [Competition Registration Portal](#). Additional bundles must be purchased by 11:59 p.m. the day before you are scheduled to give the AMC 8, and by the Additional Bundles Deadline in Section 2. Additional bundles ordered close to the deadline must be paid by credit card so that payment is received before the competition.

17. Preparing for Competition Day: Print & Scan Format

Print your competition booklets

1. One day before Competition Week begins, click "Competition Booklet."
2. On the following page, click "Print Booklet" to open the competition booklet. You will also see options in French, Spanish, and Simplified Chinese.
3. Print as many copies as you need.

The screenshot shows the AMC 8 Competition Manager interface. On the left, under 'Print & Scan Administration', the 'Competition Booklet' button is circled in red. A red arrow points from this button to the 'Print Booklet' button on the right-hand page. The right-hand page is titled 'Institution/School Dashboard | Back to Competition Administration Portal' and 'AMC 8 - 2023'. It contains instructions to click the buttons below to download the Official Competition Booklet and to print one Official Competition Booklet and one unique answer sheet for each student. The 'Print Booklet' button is circled in red, and there are also buttons for 'Print Booklet - French' and 'Print Booklet - Spanish'.

Large sites can request an extra day for printing using the form under "Competition Resources" on the [AMC Dashboard](#).

Print your answer sheets

Click "Download Answer Sheets" to automatically download the barcoded bubble sheets as a PDF, which you can then print.

- Students must be enrolled and approved for their answer sheets to generate.
- Each answer sheet is unique to one student; you cannot cross out the name and use it for any other student.
- Print answer sheets early, so you have less printing to do the day before the competition when booklets are released.

Year: 2022 - 23 Competition: AMC 10 A - Fall 2021

Digital Administration
Official Digital Competition

Digital Student Registration
8/1/2022 - 8/15/2022

Print & Scan Administration
Competition Booklet

Print & Scan Student Registration
8/1/2022 - 8/15/2022
Download Answer Sheets

Upload Answer Sheets
8/1/2022 - 8/15/2022

Upload History
8/1/2022 - 8/15/2022

18. Preparing for Competition Day: Digital Format

Prepare student login credentials

Tell students and their parents that they will need to bring their portal login credentials on Competition Day to access the digital competition.

- You can reset a student's password and update their email address from your dashboard as needed.
- If a returning student cannot log in to register, use the Competition Selection menu to open a past competition's registration list. From there you can reset their password and identify the email address they used the previous year.

Student Registration URL: <https://maa.edvistas.com/datamate/testRegister.aspx?id=b68f8abe-c9b6-41dc-9a7a-a9f1002334f9> Save Approved Students

Licenses used: 19 / 20 ☐ Toggle All Approved

ID	District ID	Last	First	Grade	Email	Additional Time	Approved		DQ
999999925	345678	999999925	Student	10	0002_999999925		☒	Reset Pwd Remove	☐
999999926	630854	999999926	Student	10	0002_999999926		☒	Reset Pwd Remove	☐

Troubleshooting during the competition

- Frozen screen.** Ask the student to refresh the page, or log out and back in. The competition should resume where they left off. Note: you can adjust your timer to compensate students for a significant amount of lost time due to a frozen screen or Wi-Fi problems
- Paper backup.** Print a few paper competition booklets as a backup for students who hit major technical difficulty. Note that questions in the printed booklet may appear in a slightly different order than in the digital version of the AMC 8.
- Submission problems.** Contact amctech@maa.org with the student's name so their answers can be force submitted.

About the digital clock: Digital AMC 8 competitions show a countdown clock on the platform to help pace and guide students. The system will not automatically submit the competition when the clock runs out.

Competition Managers are responsible for timing students independently and for reminding students to press the submit button. This differs from the AMC 10 and AMC 12, where the clock is an enforcing timer that submits automatically.

19. Technical Requirements and Previewing the Competition

Tech specs

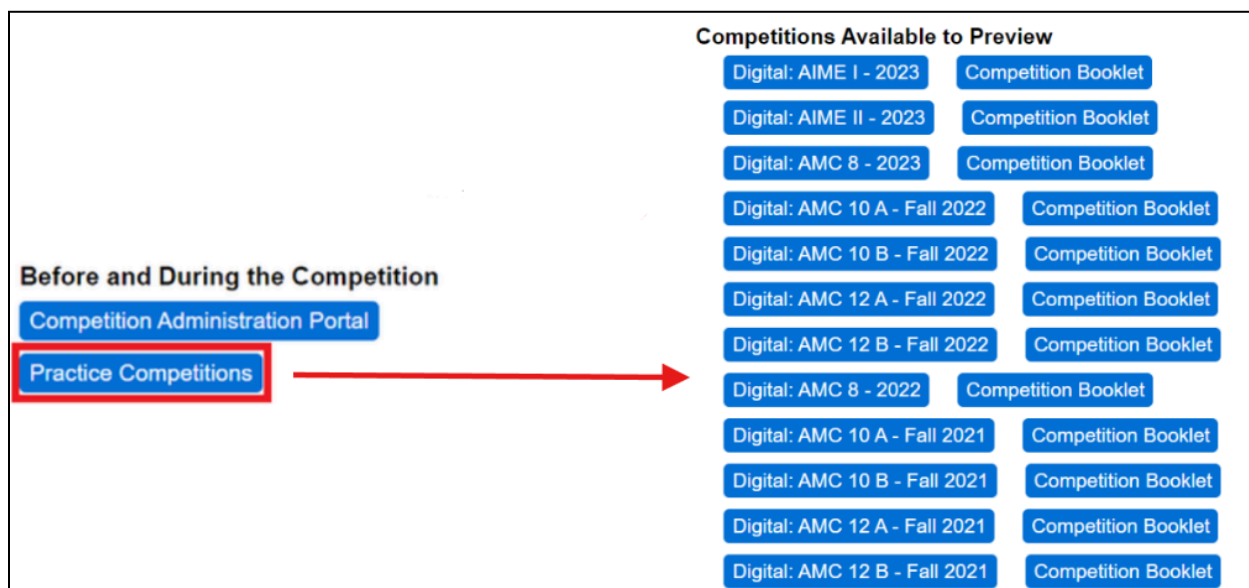
The MAA AMC Platform works with recent versions of mainstream web browsers, including Google Chrome, Mozilla Firefox, Apple Safari, and Microsoft Edge, and recent operating systems, including Windows, macOS, iOS, Chrome OS, and Android.

- **Digital Administration.** Accessible on desktops, laptops, and tablets with a supported browser and operating system. Desktops and laptops are recommended. Kiosk mode is available on Google Chromebooks. A student may use a laptop or tablet with one tab open to the competition.
- **Print & Scan Administration.** Requires a printer and a scanner capable of producing PDF, JPEG, or black and white TIFF images at 300 dpi.

Preview the competition yourself

Click "Practice Competitions" on your main dashboard to see the Digital and Print (PDF) practice competitions. Opening a digital or print competition will help you preview the Competition Day experience.

- Print & Scan Competition Managers can print a practice competition booklet to gauge how long printing will take on Competition Day.



Have students preview the competition

You should ensure students are familiar with the digital system in advance. We highly encourage all students to try a digital practice competition. It lets them check the layout and tools, and confirm there are no issues with their device, browser, or internet connection.

Students access practice competitions from the [AMC Student Portal](#) login page, using the "Click here for Practice Competitions" button under the Login section. They can then choose any of the past digital competitions listed.

<div><p>Student Login</p><p>User ID <input type="text"/></p><p>Password <input type="password"/></p><p>Forgot your password?</p><p>LOGIN</p><p>Enter the email address and password you used to register for your exam.</p><p>Click here for Practice Competitions</p></div>	<p>Practice Competitions Available To Be Taken</p> <ul style="list-style-type: none">AIME I - 2019AIME I - 2023AMC 10 A - Fall 2021AMC 10 A - Fall 2022AMC 10 B - Fall 2021AMC 10 B - Fall 2022AMC 12 A - Fall 2021AMC 12 A - Fall 2022AMC 12 B - Fall 2021AMC 12 B - Fall 2022AMC 8 - 2022AMC 8 - 2023
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If students have technical difficulties with a practice or an official competition, email amctech@maa.org.

20. Administering the Competition

When to administer

Administer the AMC 8 on any one day within Competition Week, between 8:00 a.m. and 11:59 p.m. ET. Students are locked out after 11:59 p.m. ET on the final day. The AMC 8 cannot be administered after the final day of the competition period.

Reserve a quiet room for at least 70 minutes, which allows time for pre- and post-competition activities.

Reminder: students may only take the AMC 8 once during Competition Week. It might be helpful to share this with parents, in case parents have booked students to take the AMC 8 at a learning center as well.

Collect all electronic devices

Before sharing the competition with students, collect all calculators, phones, smartwatches, and similar devices. Compasses, protractors, and graph paper are also prohibited on the AMC 8.

- Keep student devices with you until competitions have been submitted.
- Remind students that failing to turn in all devices, or using a device during the competition, is grounds for disqualification.

Distribute the competition: Print & Scan format

1. Pass out the competition booklets and each participant's unique answer sheet.
2. Ask students to read the booklet's front page and not to open the booklet until instructed.

3. Set the timer for 40 minutes and begin.

Distribute the competition: Digital format

4. Click "Official Digital Competition" and distribute the Student Login URL to your students by email or class website posting.
5. Instruct students to sign in to their student portals.
6. Distribute your unique Digital Competition Passcode only when you are ready to begin. This is what unlocks the digital competition.
7. Instruct students to read the instructions and begin.
8. Set your own timer for 40 minutes. The platform's countdown clock will not submit for students.
9. Open the Digital Student Registration page and verify that each student present shows "In Progress." That confirms they have all successfully accessed the digital competition.

Digital Administration	Print & Scan Administration
Official Digital Competition	Competition Booklet
Digital Student Registration 11/5/2026	Print & Scan Student Registration 11/5/2026

[Institution/School Dashboard](#) | [Back to Competition Administration Portal](#)

Below, you will find your official digital competition link to administer the competition.
When you are ready to administer the digital competition, please provide this link and passcode to your students.
The competition will begin as soon as students enter the unique passcode.

Student Login URL: <https://maa.edvistas.com/datamate/studentlogin.aspx>

Digital Competition Passcode: 7872

DO NOT PROVIDE THIS PASSCODE TO STUDENTS PRIOR TO THE COMPETITION START TIME.

Monitor the competition

- Monitor your students continuously for the entire competition.
- Ensure participants cannot communicate by any means while the competition is in progress.
- Do not answer any questions about the problems.
- If a student has an urgent need to use the bathroom, all materials must remain with you. No other breaks are permitted.

End the competition

Print & Scan format. After 40 minutes, direct students to stop working. Collect the answer sheets and competition booklets immediately. Booklets may be returned to participants at 8:00 a.m. ET the day after Competition Week ends.

Digital format. After 40 minutes, direct students to stop working and remind every student to press the submit button. Open the Digital Student Registration page. Once every participant shows "(Complete)" in the Approved column, you are done.

If a student has trouble submitting, contact amctech@maa.org with their name so their answers can be force submitted.

Student Registration URL: <https://maa.edvistas.com/datamate/testRegister.aspx?id=b68f8abe-c9b6-41dc-9a7a-a9f1002334f9>

Licenses used: 5 / 20

ID	Last	First	Grade	Email	Additional Time	Approved
999999925	999999925	Student	10	0002_999999925		☐ (Complete)
999999926	999999926	Student	10	0002_999999926		☐ (Complete)

21. Scanning and Uploading Answer Sheets

This section applies to the Print & Scan format only. Upload your answer sheets by the deadline shown on the Upload page.

Scan in the required format

- Scan at 300 dpi resolution or higher, as a PDF, JPG/JPEG, or black and white TIF/TIFF file. The black and white restriction applies only to TIF/TIFF files.
- Scan at 8.5 by 11 inch page size.
- **Do not scan sheets for students who were absent.**
- Scanning all answer sheets together as one file is recommended. You may also scan each answer sheet individually and upload a ZIP file.

Tips for a clean scan

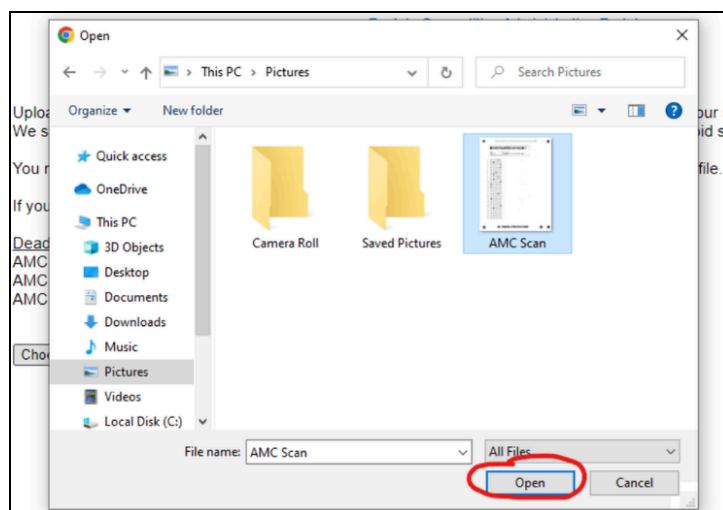
- Check each answer sheet to ensure bubbles are clearly and fully filled in. Complete the bubbles if your students did not fill them in properly.
- Include both barcodes and the squares in all four corners. These should not appear slanted or partially cut off.
- Double-check the clarity of the files after scanning.

Upload your answer sheets

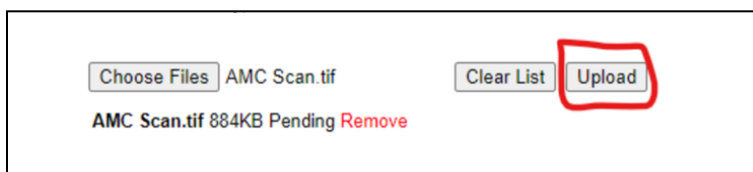
1. Use the drop-down list at the top of your portal to select the AMC 8 competition portal if it is not already selected.

2. Click "Upload Answer Sheets" in the Print & Scan Administration column of your portal.

3. Click "Choose Files" and select the file or ZIP file of images from the file explorer window.
4. Click "Open" in the lower right corner of the pop-up screen.

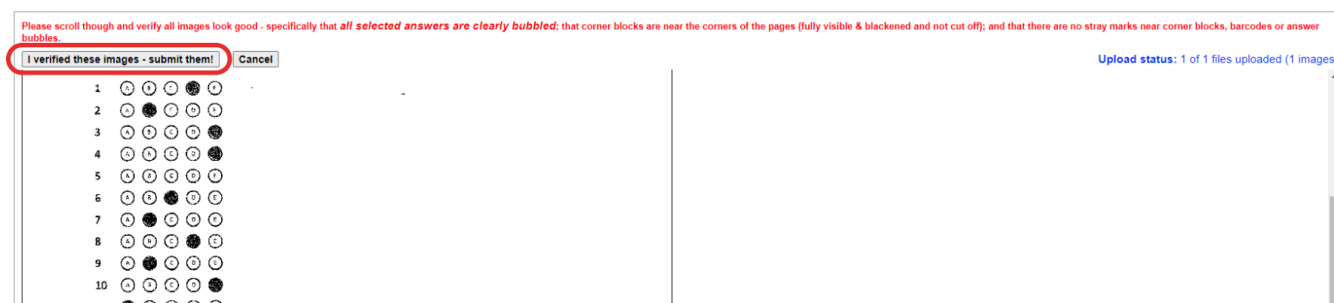


5. Click the "Upload" button on the page.



Verify your answer sheets

1. Review your scans for quality before submitting them. This screen also tells you if the file format is invalid.
2. Rescan and reupload if the images do not look clear and legible.
3. If they are legible, click "I verified these images" to complete the uploading process.



Check your records

Open the "Upload History" page in your portal.

- Click the "View" link at the end of each row to see the scan.
- If a student is missing, rescan and reupload their answer sheet.
- A row with a blank student name and ID means that this answer sheet is being held for manual review.
- If you accidentally uploaded the same file twice, the system retains the most recent version and ignores the duplicates. You do not need to delete them.
- If all of your students' answer sheets appear with their names and IDs and look clear, you are all set.

Welcome to your Upload History page!

The list below displays a record of every student competition answer sheet you have uploaded to the EVI system.

Currently, there are **14** answer sheets uploaded associated with **8** unique Student IDs.

Red and bolded Student IDs indicate that duplicate files have been uploaded.

Student name & ID in highlighted row aren't visible because their answer sheet is being held for review

Filename	Uploaded	User	OCR Complete	Student ID	Student Name	Finalized	Deleted (while verifying)	File
AMC Scan_page_0.tif	11/15/2022 4:58:06 PM	Coordinator2_Test	Yes					View
5_CCI11102022_00000_page_0.tif	11/11/2022 4:23:39 PM	Administrator, Default	Yes	999999935	999999935, Student	Yes		View
1_1_CCI11102022_00000_page_0.tif	11/11/2022 4:23:39 PM	Administrator, Default	Yes	999999935	999999935, Student	Yes		View
4_CCI11102022_00000_page_0.tif	11/11/2022 4:19:47 PM	Administrator, Default	Yes	999999935	999999935, Student	Yes		View
3_CCI11102022_00000_page_0.tif	11/10/2022 7:38:08 AM	Administrator, Default	Yes	999999935	999999935, Student	Yes		View
2_CCI11102022_00000_page_0.tif	11/10/2022 12:08:39 AM	Administrator, Default	Yes	999999935	999999935, Student	Yes		View
1_CCI11102022_00000_page_0.tif	11/10/2022 12:05:46 AM	Administrator, Default	Yes	999999935	999999935, Student	Yes		View
CCI11102022_00000_page_0.tif	11/10/2022 12:03:06 AM	Administrator, Default	Yes	999999935	999999935, Student	Yes		View
CCI11032022_00005_page_0.tif	11/3/2022 1:17:35 PM	Administrator, Default	Yes	999999927	999999927, Student	Yes		View
CCI11032022_00004_page_0.tif	11/3/2022 1:17:35 PM	Administrator, Default	Yes	999999929	999999929, Student	Yes		View
CCI11032022_00003_page_0.tif	11/3/2022 1:17:35 PM	Administrator, Default	Yes	999999930	999999930, Student	Yes		View

22. Score Reports and Sharing Scores

When scores are available

- **Digital Administration.** Score reports are released to Competition Managers at 8 a.m. ET the day after Competition Week ends.
- **Print & Scan Administration.** Preliminary, unofficial reports appear in the CM dashboard after 8 a.m. ET the day after Competition Week ends for all those CMs who have uploaded answer sheets already. After this point, unofficial score reports are available immediately after the uploads are processed. These scores must be manually validated before they are shared with students. MAA will announce when scores are finalized.

If you do not see your Print & Scan results after uploading and after the embargo has passed, your answer sheets have likely been flagged for manual review because of scan quality. Rescanning may speed up processing.

Find your score reports

There are two ways to reach your reports:

- Click the relevant report when it appears on your main dashboard under "After the Competition." (MAA AMC solution sets and certificates for recognizing students also appear in this column when available).
- Click "Reports" in the upper left corner of the dashboard.

Welcome to the MAA American Mathematics Competitions!

Manage your participants, find key dates and information, and view practice competitions below:

Before and During the Competition

- Competition Administration Portal
- Practice Competitions

After the Competition

- Score Report: 11/16/2022 - AMC 10 B - Fall 2022 - 6 students
- Score Report: 11/16/2022 - AMC 12 B - Fall 2022 - 7 students
- Score Report: 11/10/2022 - AMC 10 A - Fall 2022 - 7 students
- Score Report: 11/10/2022 - AMC 12 A - Fall 2022 - 6 students
- Download Award Certificates

Competition Resources

- AMC Registration
- Competition Dates
- Digital Administration only: Special Accommodations Form
- Data Security and Privacy Policy
- 2022-2023 AMC 10/12 A Teacher's Manual
- 2022-2023 AMC 10/12 B Teacher's Manual
- 2022-2023 AMC 8 Teacher's Manual

MAA AMC solution sets will appear here when available.
Use these certificates to recognize your students.

On the Reports page, use the drop-down menus under "Create a Report" to toggle between competitions, if you administered more than one, and between report types.

Create A Report

Year: 2023 Test: AMC 10 B - Fall 2022 - 11/16/2022

School: Your School Class: Select Report: Select

To see all of your students' scores at a glance:

- Select "List Reports" from the Report drop-down menu.
- Choose "Student List By Name" to see the students listed in alphabetical order.
- Choose "Student List By Score" to see the students listed in order of the highest to lowest scores.

Create A Report

Year: 2023 Test: AMC 10 A - Fall 2022 - 11/10/2022

School: Your School Class: Select Report: Select

Summary Reports

- List Reports
- Individual Reports
- Analysis Reports

Award List

- Student List by Name
- Student List by Score
- Common Core Standards
- Awards List

Select "List Reports" and then "Award List" to see your students who have scored high enough to earn distinctions or place in the top three at your school. Please note the Award List page has an additional drop-down list at the top for toggling between competitions.

Awards List

Competition: AMC 10 A - Fall 2021 - MAA Test 2 View

Testing Materials

W - Winner: Student with the highest score at your school.
T - Team Member: Placed in the top 3 scores at your school.
C - Certificate of Achievement: Students in grade 8 and below who scored 90 or above on the AMC 10 and students in grade 10 or below who scored 90 or above on the AMC 12.
D - Certificate of Distinction: Awarded to students that meet the threshold placed with the cut-off.
H - Honor Roll of Distinction: Awarded to high-scoring students based on the cut-off.
A - AIME Qualifier: Awarded to students who qualify for the AIME.

ID	District ID	Name	Grade	Score	W	T	C	A	D	H
999999935		Anderson, William	10	87						
999999929		Gonzalez, James	10	96		T		A		
12044		Jackson, Olivia	12	114		T		A	D	
999999927		Thomas, Emma	10	136.5	W	T		A	D	H

Select "Summary Reports" and then "Horizontal Summary by Alpha" or "Horizontal Summary By Score" to see how students collectively answered each question.

Create A Report

Year: 2023 Test: AMC 10 B - Fall 2022 - 11/16/2022

School: Your School Class: Select Report: Select

Note:

- Question Summary
- Horizontal Summary By Alpha
- Horizontal Summary By Score
- Miscue Analysis

This report identifies student miscue by item and standard for comparison and grouping.

The top rows display the correct answers and Common Core standards for each problem. Each student's row shows their incorrect answer or a blank space if they answered correctly.

Standard		HS.A-REI.6				HS.S-ID.4
Question (Item)		Problem 1	Problem 2	Problem 3	Problem 4	Problem 5
Item Map						
Answer (Point Value)		D (6)	E (6)	B (6)	B (6)	C (6)
19876 Blackwell, David		B				Blank
12345 Johnson, Katherine		C		Blank	D	D
67891 Lovelace, Ada		B		E		Blank
54321 Newton, Isaac		C		E	D	

Select "Individual Reports" and "Student Details" to view a report for each student, including their answers, correct answers, points received, and overall score.

Class: Select Report: Select

Note: None

- Student Details

An individual student report that displays detailed test information for each question including analysis of each test section, question groupings, and overall performance.

Student ID	Student Name	Grade	Room/Class	Date
999999927	Thomas, Emma	10	AMC 10 - 0002	8/1/2022

Question	Answer/Pts Earned	Correct	Points	Max Pts
Multiple Choice				
Question 1	D	C	0	-
Question 2		E	1.5	-
Question 3	C	D	0	-
Question 4		B	1.5	-
Question 5		E	1.5	-
Question 6	B	B	6	-
Question 7		D	1.5	-
Question 8	A	B	0	-
Question 9		E	1.5	-
Question 10		B	1.5	-
Question 11		A	1.5	-
Question 12	C	D	0	-
Question 13		D	1.5	-
Question 14		D	1.5	-
Question 15		C	1.5	-
Question 16		D	1.5	-
Question 17		D	1.5	-
Question 18		C	1.5	-
Question 19		A	1.5	-
Question 20		B	1.5	-
Question 21		E	1.5	-
Question 22		B	1.5	-
Question 23		D	1.5	-
Question 24		E	1.5	-
Question 25		A	1.5	-

Multiple Choice	
Score	36/150
Overall Summary	

Summary of report types

Report	Where to find it	What it shows
Student List By Name	List Reports	All of your students' scores at a glance, in alphabetical order.
Student List By Score	List Reports	All of your students' scores at a glance, ordered by score.
Award List	List Reports	Your students who have scored high enough to earn distinctions or place in the top three at your school.
Horizontal Summary by Alpha or By Score	Summary Reports	How your students collectively answered each question. The top rows display the correct answers and Common Core standards for each problem. Each student's row shows their incorrect answer, or a blank space where they answered correctly.
Student Details	Individual Reports	A report for each student, including their answers, the correct answers, points received, and overall score.

Export your reports

Save or print a copy of any report using the "Export to PDF" or "Export to CSV" buttons on the right side of the page. For the Student Details report, you can export all students or only the student currently highlighted.

The screenshot shows the 'Create A Report' interface. At the top, there are dropdown menus for 'Year' (2023), 'Test' (AMC 10 B - Fall 2022 - 11/16/2022), 'School' (Your School), 'Class' (Select), and 'Report' (Select). Below these is a 'Note' section. The main content area has two tabs: 'Question Summary' and 'Testing Materials'. The 'Question Summary' tab is active, showing a table with columns: Questions (25), Correct Ans (of 1), Mean (24), Max Pts (150), and Common Core Standards. The table lists 'Multiple Choice' and 'Problem 1' with a score of 100.0%. On the right side of the interface, there are two buttons: 'EXPORT TO PDF' and 'EXPORT TO CSV', which are highlighted with a red box.

Share scores with students

Share only individual scores with a student. Never share a full list that includes other students' scores.

Method 1. Export the "Student Details" report to PDF. Print the PDFs and hand out scores to your students, or email them the PDFs or screenshots of their score reports. Downloading separate reports is recommended if you are using the email option.

Method 2. Export the "Student Details" report to CSV. Copy each student's row into an email or a mail merge. Correct answers are not included in this version. The student's score appears in the Group1Pts column toward the end of the spreadsheet. If you included a District Student ID at enrollment, it appears in the student's row.

Name	StudentId	DistrictId	Grade	Problem 1	Problem 1	Problem 2	Problem 2	Problem 3	Problem 3	Problem 4	Problem 4	Problem 5	Problem 5
Blackwell, David	19876		10 A		6 D		6		1.5 A		6 B		6
Johnson, Katherine	12345		10 A		6		1.5 C		6 B		0		1.5
Lovelace, Ada	67891		10 A		6 D		6 B		0 B		0		1.5
Newton, Isaac	54321		10 A		6 B		0		1.5 B		0 A		0

Student access to scores

Students can view their own scores by logging in to the [AMC Student Portal](#) and clicking "My Profile/Scores," once scores have been finalized and are official. This is typically a few weeks after the competition dates. Students can use the Filter By Year drop-down to move between cycles. Each year listed is the ending year of an MAA AMC cycle.

The screenshot shows the MAA AMC Student Portal interface. At the top, there is a navigation bar with links: Home, My Info, and My Profile/Scores (which is highlighted with a red box). The user's name, Mary Smith, and a Logout button are visible in the top right corner. Below the navigation bar, there is a section for the student's profile and scores. This section is also highlighted with a red box. It includes a tab for Profile and a tab for Assessments. Under the Profile tab, there is a Filter By Year dropdown menu set to All. Below this, the text reads: 11/8/2023 - AMC 10 A - Fall 2023, MAA Test 2, Grade: 10. To the right of this text, the score is displayed as Score: 24 / 150. At the bottom of the page, there is a logo for MAA AMC (American Mathematics Competition) and a section titled Competitions Available To Be Taken, which currently shows None at this time.

Certificates

Downloadable, fillable PDF certificates are available under the "After the Competition" column of the AMC Dashboard. Use them to recognize student participation and performance.