



Uploading PDFs to the Special Olympics New Zealand Online Registrations

Converting JPEGS to PDF

Athlete medicals and Police vetting forms are often scanned as images/JPEGS. These need to be converted to a single PDF in order to be uploaded to the online registrations.

You do not need any special software to convert JPEGS to PDFS

On a **Windows device** view these tutorial to convert JPEGS to PDFS

Video Tutorial: <https://www.youtube.com/watch?v=vyWQKDzRXoo>

Written Tutorial - <https://www.howtogeek.com/248462/how-to-combine-images-into-one-pdf-file-in-windows/>

On a **Mac device** view these tutorials to convert JPEGS to PDFS

Video Tutorial - <https://www.youtube.com/watch?v=u-wV3OIFUGg>

Written Tutorial - <https://www.macrumors.com/how-to/convert-images-to-pdf-macos-preview/>

How to tell the difference between a JPEG and PDF

You can tell the difference between a JPEG and PDF by checking the file format.

If the file name ends with .jpg it is a JPEG.

If the file ends with .pdf it is a PDF file.



Athlete Medical
Form Page_1.jpg



Athlete Medical
Form.pdf

JPEG files will also appear as multiple files, or individual pages.

You can find more resources including introductory videos on the [Online registrations resources webpage](#)