

# Springwood United FC Player Registration 2012

## **Online registration is mandatory for 2012.**

Please follow these instructions to register for the 2012 winter outdoor football season.

Note that the only payment option after the 4<sup>th</sup> February is online.

Players must turn a minimum of 5 years of age in the 2012 calendar year to play football.

If you are a new player to Springwood or turning 6, 9, 12, 15 or 18 in 2012 we will require a jpeg file digital photo headshot of the player. This can be sent to [registrar@springwoodunited.com.au](mailto:registrar@springwoodunited.com.au)

We will also need to site proof of age – Birth Certificate, Passport or Drivers Licence. A scanned copy can also be sent to [registrar@springwoodunited.com.au](mailto:registrar@springwoodunited.com.au)

If you wish to claim the Student Discount Rate we must sight a Sight Student I.D. prior to the club accepting your registration. This rate is only available to full time students (not apprentices or trainees) aged 19 and over;

## **Login**

1. Go to the MyFootballClub website: [www.myfootballclub.com.au](http://www.myfootballclub.com.au)
2. Click on “REGISTER NOW”
3. Select “PLAYER REGISTRATION” in the bottom left of the page.
4. Follow the steps to login using your FFA number and the password that you will create (returning players);  
Or follow the steps to login by creating an FFA number (new players) and a password.

**NOTE: Call FFA Support Centre (02) 8020 4199 if you are having either problems with your password to login or finding your FFA Number.**

## **Start Registration**

5. After you log in click on “Register Now”.
6. Enter your details OR Check that ALL your contact details are correct.
7. Don't upload a photo.
8. Make sure the mandatory fields have been entered and click “Proceed with Registration”.
9. On the next screen, enter in the club name which is **Springwood United FC (Club)**. (If you get a message saying there are no packages then click OK and check the club name.)
10. Select the Registration role as: “Player”.
11. Select the correct Registration Package that applies for your registration. (Available packages are based on age and gender.)
12. Then click the “Add” button.
13. Click the “Next” button at the bottom of the screen.
14. Read and acknowledge all the Terms and Conditions then click “Next”.

## **Payment Options**

For registrations after the 4<sup>th</sup> February the only option is online with MyFootball whilst registering.

15. Click on “Pay Now” to pay online with a credit card (VISA or MasterCard).

**Please note – if you have already paid please select ‘Invoice Me’ so you do not pay twice.**

16. Answer the questions on the last page and click the “Save All Answers” button.

Your registration has now been submitted to the Registrar for approval.

**Payment must be made before a registration can be accepted.**

## **Where do I go if I need help with my online registration?**

If you have any trouble with your registration you can use the following resources to help you.

- Visit the FAQ’s page on the MyFootballClub website.
- View the Player Registration guides and videos which are on the Resources page of the MyFootballClub website.
- **Call FFA Support Centre (02) 8020 4199 particularly if you are having problems with your password to login.**