

# 2018/19 SUMMER COMPETITION YASS FC REGISTRATION PROCEDURES

Please follow the following instructions to register online:

## 1. Login

- a) Go to the MyFootballClub website: [www.myfootballclub.com.au](http://www.myfootballclub.com.au)
- b) Click on Players (left hand side) then click on “**Register to Play**”
- c) Follow the prompts to proceed to login pages:
  - I know my FFA number..... (login using your FFA number and password)
  - I have been registered..... (find your FFA number)
  - I have never been registered before.....( create an FFA account)

Once at login page, if you can't remember your password, click on “**need password**”

## 2. Start Registration

- a) Once logged in, select “**Make a Registration**” or “**Register Now**”
  - b) Update contact and personal details if necessary, making sure to complete all mandatory fields (these will have a \* next to them)
  - c) On the next screen, if there is already a Club name in Step 1 that is not YassFC remove this and then begin to enter the club name “*YassFC (Club)*”  
*NB: If you get a message saying there are no packages then click OK and check the club name.*
  - d) Select the Registration role you require (**player, coach** or **volunteer**)  
*NB: If you are registering as a Player and this is the first time you have registered to play football in Australia you will need to confirm whether you last played in another country*
  - e) Select the correct Registration Package that applies to you (2017/18 Summer Social junior/Junior 3<sup>rd</sup> child/Senior).
  - f) Click the “**Add Packages**” button.
  - g) Click the “**Next**” button at the bottom of the screen.
  - h) Read and acknowledge the Terms and Conditions then click “**Next**”.
  - i) If there is a dollar value attached to your registration you will need to click on either “**Pay Online**” or “**Manual Payment at Club**” button. If there is no value attached to your registration, then you will not see this screen.
  - j) Answer the questions on the final page and click the “Save All Answers” button.
- Your registration has now been submitted to your Club.

## 3. Where do I go if I need help with my registration?

Yass FC Registrar - 0411 866 133 or at [registrar@yassfc.com.au](mailto:registrar@yassfc.com.au)

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