## OAKVILLE SOCCER CLUB TEAM REGISTRATION INSTRUCTIONS



# Team Registration (Team Captains/Coaches)

#### **Registering Your Team**

- 1. Log into your PowerUp Sports account (or create an account, if necessary).
- Click the "Teams & Tournaments" blue button in the Registration Centre to bring up the list of available Team Registrations.

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Select a Hole. Isam Official H. 🖬	Carwenar 🖬	
📾 Feb 28, 2019	Registration Centre	Register Now 🧳
🔿 Home		
🕢 Today's Events	8 🗠 🔶	
Family Calendar	Registration Tournaments	
Volunteer Now!	Player Registrations Available	
Payments/Receipts	2019 Outdoor House League Socce	er
		- Y.

- 3. Click on the relevant registration item.
- 4. Check the box next to the relevant registration item and click "Add to Basket".
- 5. Review your selection, then click "Check Out."
- 6. Complete any required Additional Information, including:
  - Any waivers from the club
    - o Team Name
    - o Indicate if you are the primary contact (or enter the email of the person who is)

Sep 1 Sep 2 Choose Basket	<sup>30</sup> Step 3 Additional Info	x Step Pay	a ment Methods	» <sup>Sep S</sup> Payment
Team Regis	stration			
Joe Coach				
Demoville Adult Summer Lea	ague 2019 Mens Open 18+			
Pre-existing Team Name:		2	OR	
Team Name:	Rangers			
Primary Contact:	Please select below, wh Contact for this Team. If their Email Address in th access to Manage the T	ether you you have he field pr eam.	rself, or another indi e selected another in rovided. *The Primary	vidual, is the Primary dividual, please enter y Contact will be given
	I am the Primary Cor	tact.		
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7. Having completed the Team registration process, Team Captains can now manage their team, including adjusting Team Details and reviewing which of their players have completed the player registration process.

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#### **To Add Players**

1. Once team deposit is paid the league will then create a registration option under "Player Registration" that will have the team name, captain's name and a team specific CODE that the league will provide to the captain.



#### COED – Team Name – Captain's Name

This item requires an Unlock Code. If you have one, enter it here.	Code

 Captains will provide this code to team members and they will be able to access the registration option. Through this registration option the players will complete the waivers and be added to the team roster. Players that do not already have a PowerUp account will be required to create a new account before registering. Visit www.oakvillesoccer.ca register Now"

Welcome to the OSC Member Zone!	Log In Sign Up	
New Member? Click the Sign Up button to the right to get started. Used PowerUp Before?	Create an account to access the Member Zone. Email Address:	
Log in on the right, or use the password reminder to reset your password and have it emailed to you.	Confirm Email Address:	
Registration Centre	Password:	
2	Confirm Password:	

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3. Captains can see who has successfully registered to their team by logging into their PowerUp account and going to the "Team Official: REP" section and then "Roster"

