# How to Register for Soccer with EMSA North



To register for COMMUNITY soccer, please follow these steps:

- 1. Complete registration on the EMSA Soccer Portal
- 2. Complete payment on TeamSnap
- 3. You will be contacted once your child has been placed on a team

## STEP 1: Complete Registration on the EMSA Soccer Portal

Please visit <u>www.emsasoccerportal.com</u> and login or create an account.



The EMSA Soccer Portal is the place where you can manage all information relating to player registration, teams, divisions, schedules and more! This website is designed for team officials, parents/players, administrators and volunteers within the EMSA zones to effectively manage all EMSA soccer data.

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- If you have created an account in the past but don't remember your login select "Forgot your password?" and reset your password
- If you are unsure of the email you registered under please email socceroffice@emsanorth.ca or call 780-406-0798

#### Home / Dashboard



### Once logged in, select "Register a Player" to start your registration

Home / Register a Player

### Register a Player

Note: To register as a team official (Coach, Assistant Coach, Trainer, etc.), please go to <u>Register a Team Official</u> .				
Step 1: Select a Season				
Step 2: Select a Pers	on +			
Person	Birtheate	Registration Status	Paid	
they and the second	1007 11 1	Not Registered 😧	N/A	(No suitable age category)

Please select **"Add a person to this account +"** if you would like to register a player who is not listed.

### If you need to add a new player, fill in their personal information and click "Next"

Step 1: Personal Information	n Step 2: Address
First Name: *	Jane
Last Name: *	Doe
Gender: *	O Male 💿 Female
Date of Birth: *	2010-01-01 Select Date (E.g.: 1987-07-25)
Person Type: *	<ul> <li>Parent/Guardian</li> <li>Child</li> <li>Other</li> </ul>
	Next $\rightarrow$

Please add any family members (children, spouses, or dependents) that you would like to associate with your account.

### Then select the community (neighborhood) they live in

Please add any family members (children, spouses, or dependents) that you would like to associate with your account.

Step 1: Personal Information	Step 2: Address	
Community: *	Killarny	~
Main Phone #: *	780-406-0798	ext:
Backup Phone #:	555-123-4567	ext:
Person's Email:	me@example.com	

Home Address	Mailing Address
12764 82 Street NW 🗸	Same as home address 🗸 🗸
New address	
Home 12764 82 Street NW	Mailing Address 1: *
12764 82 Street NW	12764 82 Street NW
Home Address 2:	Mailing Address 2:
Home Address 3:	Mailing Address 3:
Edmonton	Edmonton
City: *	Mailing City: *
Edmonton	Edmonton
Province: *	Mailing Province:
Alberta 🗸	Alberta 🗸
Postal Code: *	Mailing Postal Code: *
T5E 2T1	T5E 2T1
← Previous	Submit

Then fill in their address (if it's different than the address on file) and click

### "Submit."

The person will now be added to your account.

Click "Register a Player" on the sidebar to register your player for the season

Manage Pe	eople on Account
Jane Doe 🖍 Birthdate:	2010-01-01
Community:	Killarny (EMSA North)
Address:	12764 82 Street NW
EMSA e-Card	Edmonton (No Card Available)
-	Jane Doe 🖍 Birthdate: Community: Address: EMSA e-Card Expiry Date:

### Make sure you're registering for the correct season

Register a	Player			
Note: To register as	s a team official (Crach, Assis	stant Coach, Trainer, etc.), please go to	<u>Register a Tean</u>	n Official.
Step 1: Select a	a Season 🕈			
2023 Outdoor	Ý			
Step 2: Select	a Person			
Add a person to this a	account +			
Person	Birthdate	Registration Status	Paid	
J		Not Registered 😧	N/A	(No suitable age category)
Jane Doe	2010-01-01	Not Registered 🕄	N/A	Register as Player
John Doe	1985-02-10	Not Registered 😧	N/A	(No suitable age category)

### Find the person you would like to register and click "Register as Player"

### Review and confirm that all of their information is correct

Home / Register a Player / Confirm Player Details

### Register a Player

#### Confirm Player Details

Please review the following and ensure it's correct. Registering with incorrect information may result in delays.

#### Personal Details

#### Name:

Jane Doe

#### Gender:

Female

#### Date of birth:

2010-01-01

Note: if your date of birth needs to be changed, please contact your Zone office.

#### EMSA e-Card Expiry Date:

(No Card Available)

#### Community Where You

Live:

Killarny (EMSA North)

Note: if you are uncertain which community you live in, you can use your postal code to find out on the EFCL website.

#### Contact Information

#### Main phone:

780-406-0798

#### Backup phone:

(not supplied)

#### Player's email address:

(not supplied)

#### Home Address

#### Civic address:

12764 82 Street NW Edmonton

#### City:

Edmonton

#### Province:

AB

#### Postal code:

T5E 2T1

#### Mailing Address

#### Civic address:

12764 82 Street NW Edmonton

#### City:

Edmonton

#### Province:

AB

#### Postal code:

T5E 2T1

Is the above information correct?	
No, I need to make changes	Yes, I am ready to register
	<u> </u>
If all the information is correct	, click "Yes, I am ready to register'

If changes need to be made, click "No, I need to make changes."

### It's very important to make sure the correct information is provided so we can add

players to the correct team!

### YOUR REGISTRATION IS CONSIDERED INCOMPLETE UNTIL ALL 7 STEPS

### ARE FILLED OUT AND SUBMITTED!!

Step 1: General	Step 2: Progra	am Step 3: Emergency Info	Step 4: Volunteers/Fees	Step 5: Other	Step 6: Terms & Conditions	Step 7: Payment
Season:	_	2023 Outdoor	~	You v Comi	vill need a valid and munity League Mem	current bership (EFCL
Community Leag Membership #:	gue	23-12345		Card	) to register with EM	SA North.
How many seasc you played? *	ons have	0		lf you you c www.	ı don't have an EFC an purchase one at efcl.org/membershi	L Membership, p-purchase/
Requests:		Note: Requests are not gu	aranteed.			
	_	I want to play keeper. Choosing to play keeper of that you will be a keeper.	does not necessarily mea	n Also	o known as "Goalie"	
		I want to play with				
		Minnie Mouse, Daisy Duck				
		I want to be coached by		_		
		Mickey Mouse				
	(	Next →	If there are any p coaches you wor names here	players you uld like to p	would like to play v blay for, please write	vith or their

- When you're done, click "Next"

- The online system will automatically pick your community based on your address. If the community you live in does not have a program, you will be redirected to the closest community that does (Recommended means you've been redirected).
- If you would like to select a different community than the one you're assigned to, click the following box and select the community you'd like to play for (subject to approval).



### Select the community you would like to play for

Look Up Your Community			
Use the dropdown to filter	by zone, or use the search field.		
Filter by Zone:	EMSA North (recommended)	✓ Search	
	<ul> <li>Abbotsford</li> <li>Alberta Avenue</li> <li>Athlone</li> <li>Balwin</li> <li>Barrow</li> <li>Baturyn</li> <li>Beacon Heights</li> <li>Bellevue</li> <li>Bellmont</li> <li>Bellrive</li> <li>Bellrive</li> <li>Belvedere</li> <li>Belvedere</li> <li>Beverly Heights</li> <li>Boyle</li> <li>Britnell Blvd</li> <li>Caemarvon</li> <li>Calder</li> </ul>	-	

Community: *	Baturyn	
	A transfer can only be approved if you have completed the registration in full as outlined in the player registration summary. Once the registration form is completed and IF space is available at the requested community, your request will be approved. In all cases, players who live in the community will be placed on teams first before players requesting to transfer in.	Give your reasoning for requesting a new community.
	I have a friend on the team	
Age Category: *	U13 (recommended)	
Competitive Play:	<ul> <li>want to play for premier/club team (tryouts</li> <li>I have played premier/club soccer at some ti</li> </ul>	are required for U9 - U19). me during the last 3 soccer seasons.
Program: *	0 U13 Girls (Community) Next →	If you would like to try out for CLUB SOCCER, select the top box

Select the recommended program for your child, and click "Next"

### Fill out required emergency contact information.

Step 1: General	Step 2: Program	Step 3: Emergency Info	Step 4: Volunteers/Fees	Step 5: Other	Step 6: Terms & Conditions	Step 7: Payment
Please enter in at account holder .	least ONE emerg	ency contact. If you are	listing a parent or guar	dian as an emerge	ncy contact, we recommend	l you do not enter the
Emergency	Contact #1					
Full Name: *	Jenny I	loe				
Relationship: *	Mother					
Phone #: *	780-123	-4567 ex	t:			
Emergency Contact #2						
Full Name: *	John Do	be				
Relationship: *	Father					
Phone #: *	780-765	-4321 ex	t:			

If your player has any medical conditions or any information that you

think is relevant to your registration, please include it here and click

1.

### "Next"

### Medical Conditions/Information

Please list any relevant medical conditions or prescriptions that the coach should be aware of.

Allergic to peanuts

### Additional Information

Any information you think that the coach should be aware of.



#### Volunteer Requirements

You are required to provide a volunteer commitment to register.

Volunteer #1: *	John Doe 🗸			
Role Preference: *	D. Bingo or Casino Preference (you will select you 🗸			
Add Person +	select a role A. Coach B. Assistant Coach			
Fees	E. Assistant Coach C. Team Manager D. Bingo or Casino Preference (you will select your shift once teams are formed) E. Special Event or Tournament Preference (you will select your shift once teams are formed			

Select who will be completing your volunteer commitment for the season.

Please note: EMSA North requires 1 volunteer shift PER PLAYER so if you have 2 players registered, you are required to complete 2 volunteer shifts.

If you would like to volunteer with the team on a weekly basis as a Team Official,

please select A, B, or C.

Please note: These positions require weekly commitment, and you must be in

attendance for all games and practices. Team Officials are also required to

complete certain training certificates.

#### Fees

### Outdoor 2023 Registration will be available ONLINE ONLY

<u>What's Next:</u> Please continue through this registration to the end (STEP 7) you will select "OTHER" as payment method. You then will be provided with the option to select "Community Stream" or "Club Stream". If you select "Community Stream" you will be provided with a link for an online payment form in TeamSnap to register with COMMUNITY. If you select "Club Stream", you will be redirected to the tryout sign up form with CLUB.

Items you will need to provide when you receive the TeamSnap Link are:

- Player proof of age
- EFCL membership card
- Volunteer Deposit
- Registration payment due now (community) or tryout fee due now (club)
- Financial assistance information will be available on the online form if needed

#### The payment to the league through the online payment form in Team Snap must be received no later the March 15th to secure a spot on a team.

#### IMPORTANT INFORMATION FOR PLAYERS WISHING TO TRYOUT FOR THE NORTH SIDE UNITED CLUB:

- 1. Registration on this website is MANDATORY. You must also register for tryouts, you will be directed on how to register for tryouts at the end of this registration form
- 2. Tryout dates and times can be found at: northsideunitedfc.com





Any additional information can be added here. If you have no comments, click "Next"

You are required to read through the provided waivers for your players and you must read through the entire waiver to check the box. (You must scroll to the bottom before you can check the box) Please review the follow waivers and terms before proceeding. IMPORTANT: You must scroll to the bottom of the waiver in order to check the boxes.

#### Youth Facility Waiver (Player)

Organization, they agree to do so solely in the province of Alberta and they further agree that the substantive law of the Province of Alberta will apply without regard to conflict of law rules.

We have read and agree to be bound by paragraphs 9 to  $11\,$ 

Acknowledgement 11. The Parties acknowledge that they have read this agreement and understand it, that they have executed this agreement voluntarily, and that this Agreement is to be binding upon themselves, their heirs, their spouses, guardians, next of kin, executors, administrators and legal or personal representatives.

Name of Participant

Name of Parent or Guardian (print) Signature of Parent or Guardian Date

\* Z I agree to the terms of the Youth Facility Waiver (Player) (Youth Facility Waiver (Player) - EMSA North)

Note the confirmation check box will not activate until the entire waiver has been read, scroll ALL the way down.

#### Player Disclaimer

or should be reasonably known to cause lear of injury or narm. Cyber harassment/Cyber bullying nor engaging in making any critical or disparaging remarks about any persons involved in any soccer capacity via any sort of media/social networking type interface (Twitter, Instagram, Facebook)  $\phi$  as per Social Media Policy. I understand that violation of this agreement will result in disciplinary action from the soccer Disciplinary Committee and that any funds involved as a result of disciplinary action are defaulted and non? refundable.

Please note: Submission of false or misleading information for player or parent/guardian registration will result in immediate expulsion for the Program with no refund.

By signing this form, you are also agreeing and acknowledging to the EMSA North Refund policy for the season as well as the EMSA North funding policy and EMSA North Volunteer Agreement policy.

\* ☑ I agree to the terms of the Player Disclaimer (Player Disclaimer - EMSA North)

Note the confirmation check box will not activate until the entire waiver has been read, scroll ALL the way down.



When complete, click "Next"

Select "Other" as your payment option. WE DO NOT TAKE PAYMENT ON THIS WEBSITE.

If "Other" isn't an option, click "Submit" until you get an error message that says

"error validating call body". Once you get this message, your registration is

### complete!

#### Payment

Note: Payment is required to secure a spot on a team. Fees may be adjusted if the player is transferred to a different community or age division. Registration is NOT confirmed until payment has been received.

#### Fees

Fee Name	Fee Type	Amount
EARLY BIRD U13 Community Registration Fee	EARLY BIRD U13 Community Registration Fee	\$270.00
	Subtotal	\$270.00

Amount Due: \$270.00

#### **Payment Options**

Select a payment option: *			
Home / Register a Player / Make Payment	Error validating call body	×	
Payment			
Note: Payment is required to secure a sp is NOT confirmed until payment has bee	ot on a team. Fees may be adjusted if the player is n received.	; transferred to a different commun	ity or age division. Registration

Fees

Fee Name	Fee Type	Amount
EARLY BIRD U13 Community Registration Fee	EARLY BIRD U13 Community Registration Fee	\$270.00
	Subtotal	\$270.00

#### Amount Due: \$270.00

#### Payment Options

Select a payment option: \*



You will be sent a confirmation email with a link for payment on TeamSnap. Please check your spam/junk folders if you do not receive it within 2 business days. If you still have not received it, please email <u>socceroffice@emsanorth.ca</u> with your player(s) name.