

Electronic Player Registration Instructions

A team has two ways to perform electronic registration: they can let their players self-register or let the manager take care of things.

Self-Register - Existing Player: If you decide to let your players self-register, send me a complete list of player names and known good email addresses. I will add those email addresses to the players Roster Profile and send out an automated invite email that will prompt them to create a SportsEngine account which will automatically claim their Roster Profile. If they have an existing SportsEngine account for some reason (like for one of their kid's teams), they can use it to claim their profile. Once they claim their profile, they will be able to perform electronic registration as detailed below.

Self-Register - New Player: If they are a new player, you can send them to the registration site where they will be required to create a SportsEngine account or, if they have one, log in with an existing account. Then they will be able to perform electronic registration as detailed below.

Manager-Register: The manager or assistant manager must send me a known good email address which I will add to their Roster Profile. An automated invite email will prompt them to create a SportsEngine account which will automatically claim their Roster Profile. If they have an existing SportsEngine account for some reason (like for one of their kid's teams), they can use it to claim their profile. Once they claim their profile, they will be able to perform electronic registrations for their team as detailed below.

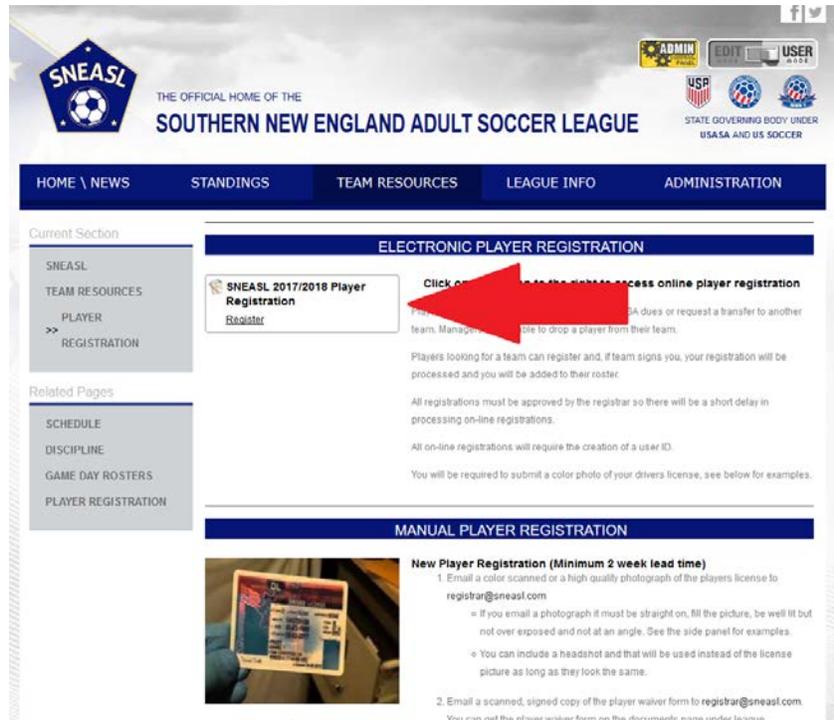
Electronic Registration Process:

A player/manager can electronically pay their (or their teams) yearly CSSA player dues; join a team as a new player (or add a new player); transfer to a team (or request a player transfer); drop from a team (or drop a player from your team)

It all starts by clicking on the On-Line Player registration link on the www.sneasl.com home page below.

The screenshot shows the homepage of the Southern New England Adult Soccer League (SNEASL). At the top, there is a navigation bar with links for HOME \ NEWS, STANDINGS, TEAM RESOURCES, LEAGUE INFO, and ADMINISTRATION. Below the navigation bar, the main content area features several announcements and a prominent 'ON-LINE PLAYER REGISTRATION' link with a 'CLICK HERE' button. A large red arrow points to this button. The page also includes sections for 'LEAGUE AND TEAM ANNOUNCEMENTS' and 'LOCAL ANNOUNCEMENTS', with the latter featuring a welcome message for Central Connecticut's Professional Soccer Team.

It will refer you to this page where you will click on “SNEASL 2017/2018 Player Registration”



Once you select the player registration button, it will ask you to log in with you SportsEngine” account. You will then be asked “Who Are You Registering”.



- If you are a manager registering a player who is not yourself, select: “A player or Team Unconnected to My Account”
- If you’re registering yourself, select your name.

You will then be sent to the “Player Contact Information” page.

- If you’re registering a player who is not yourself, you will be asked to fill out the appropriate addressing information. This is the PLAYERS information and is required by the CSSA. This is NOT your address.
- If you’re registering yourself, fill in your addressing information.

When you’re finished, select “Continue”.

You will be forwarded to the Current/New Player Page. Depending on what you select, it will give you different options.

The screenshot shows the 'Current/New Player' registration page. The header is 'SNEASL 2017/2018 Player Registration'. On the left is a navigation menu with links: Welcome, Player Contact Information, Current/New Player, Registration Options, Waiver, Review, and Receipt. The main content area shows the user is 'Currently Registering: Joseph Rich'. There are three radio button questions: 1. 'Are you an existing player or a new player? : *' with 'Existing' selected. 2. 'As an existing player, would you like to Pay Dues, Drop from Current Team, or Transfer to a New Team?: *' with 'Drop From Current Team or Transfer to a New Team' selected. 3. 'Are you requesting a drop or a transfer to a new team? : *' with 'Drop from Current Team' selected. Below these are input fields for 'Player Name (Drop Request): *', 'Team Name: *', 'Name of person requesting the drop:', 'Contact phone number:', and 'Contact email address: *'. A 'Continue' button is at the bottom.

In the above picture, I have selected that I am an existing player so it has given me the option to pay my CSSA dues or Drop/Transfer from my current team. I have selected that I want to Drop/Transfer so it's asking me some additional information.

If I was an existing player and I wanted to pay my CSSA fees, the screen would look something like this...

This screenshot shows the same registration page but with 'Pay Dues' selected for the second question. The 'Drop From Current Team or Transfer to a New Team' option is now unselected. The input fields for player and team information are no longer present, as they are only required for drop/transfer requests. The 'Continue' button remains at the bottom.

After you have made the appropriate selection, you will be forwarded to the payment options page. If you are transferring or dropping, there will be no fee due. If you are paying your yearly fees, you will be sent to this page...

SNEASL 2017/2018 Player Registration

Welcome

Player Contact Information

Current/New Player

Registration Options

Waiver

Review

Shopping Cart

Receipt

Registration Options

Currently Registering: Joseph Rich

Payment Options

- **PAY ONLINE IN FULL:** Submit total fees online today upon conclusion of this registration session via Visa, MasterCard, Discover, or checking account.
- **PAY OFFLINE IN FULL:** Submit total fees upon conclusion of this registration session offline via check. Please make checks payable to Southern New England Adult Soccer League and mail check and transaction receipt to:
Gerry Fairbring
24 Michaels Ln
Suffield CT, 06075-2308

Payment Options will be available for selection on the Shopping Cart Page.

If you are current with your dues, you will not be required to pay anything in this registration.

Player Fee:
If you are unsure whether you are current on dues or not, please contact the organization to clarify.

Yearly Dues (\$25.00)

Continue

Once you select the “Continue” button, regardless of what transaction you are effecting, you will be forwarded to the Liability Waiver page. The PLAYER must check the box that he has read and understands the waiver.

SNEASL 2017/2018 Player Registration

Welcome

Player Contact Information

Current/New Player

Registration Options

Waiver

Review

Shopping Cart

Receipt

Waiver

RELEASE OF LIABILITY - READ BEFORE SIGNING

In consideration of being allowed to participate in any way for the SNEASL/CSSA its related events and activities, I, the undersigned, acknowledge, appreciate, and agree that:

1. The risk of injury from the activities involved in this program is significant, including the potential for permanent paralysis and death, and while particular suits, equipment, and personal discipline may reduce the risk, the risk of serious injury does exist; and,
2. I KNOWINGLY AND FREELY ASSUME ALL SUCH RISKS, both known and unknown, EVEN IF ARISING FROM THE NEGLIGENCE OF THE RELEASEES or others, and assume full responsibility for my participation; and,
3. I willingly agree to comply with the stated and customary terms and conditions for participation. If however, I observe any unusual significant hazard during my presence or participation, I will remove myself from participation and bring such to the attention of the Company immediately; and,
4. I, for myself and on behalf of my heirs, assigns, personal representatives and next of kin, HEREBY RELEASE, DEMAND, AND HOLD HARMLESS SNEASL/CSSA their officers, officials, agents and/or employees, other participants, sponsoring agencies, sponsors, advertisers, and, if applicable, owners and lessors of premises used for the activity ("Releasees"), WITH RESPECT TO ANY AND ALL INJURY, DISABILITY, DEATH, or loss or damage to person or property associated with my presence or participation, WHETHER ARISING FROM THE NEGLIGENCE OF THE RELEASEES OR OTHERWISE, to the fullest extent permitted by law.

I HAVE READ THIS RELEASE OF LIABILITY AND ASSUMPTION OF RISK AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND SIGN IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.

Electronic Signature:
 I have read, understand and agree to comply with the Waiver as outlined above.

Review

After you select that the player has read and understands the waiver, you will be given the opportunity to review the registration. Assuming everything's okay, you select the “Continue to Shopping Cart” button. When you reach the shopping cart, you will be given the opportunity to “Pay in Full” or Pay Offline”.

SNEASL 2017/2018 Player Registration

Welcome

Player Contact Information

Current/New Player

Registration Options

Waiver

Review

Receipt

Shopping Cart

To change your order, edit your answers by selecting edit on the Review page.

Qty.	Item	Price	Total Payment Options	Due Now
1	SNEASL Player Add Fee	\$25.00	<input type="radio"/> Pay in Full <input type="radio"/> Pay Offline	\$25.00
Grand Totals:		TOTAL DUE	\$25.00	DUE NOW \$25.00

Checkout

- If you choose to “Pay in Full” you will be sent to a page to finalize your transaction. It will require some type of credit card or Visa/MasterCard gift card. Once you have made payment your transaction will be complete and the registration will be processed.
- If you choose to “Pay Offline” you will be sent to a page that will provide a transaction receipt. The transaction will NOT BE FINALIZED until the treasurer receives payment for the transaction along with the printed transaction receipt. ANY PAYMENT MADE TO THE TREASURER MUST INCLUDED A TRANSACTION RECEIPT.