

HOW TO REGISTER

- **Purchase** a 2017/18 community league membership (valid from September 1, 2017 – August 31, 2018) from the community where you live, or through [EFCL](#).
- **Log-in** to your Household Account via the [EMSA Soccer Portal](#).

NOTE: THIS LINK WILL NOT BE AVAILABLE UNTIL [FEBRUARY 1, 2018](#)

- **IF you have changed your address** since you last registered, please contact the emsaWEST office at soccer@ewzsa.com so the address can be changed and/or your community league name can be updated **prior to registering**.
- **IF you do not have an account**, follow the step-by-step instructions in the Soccer Portal to create one (Sample instructions on how to use the portal are below).
- **Register** all players for the 2017/18 indoor season. **You must register in the community where you live.** If your child wants to play in a different community, keep in mind that not all communities will have teams. It may be easier to add in a friend/Coach request with a note where they live. Once we begin forming the teams, we can always add in the transfer request for you.
- **If you are interested in volunteering** as a Coach, Assistant Coach or Team Manager on your child's team, please register that player first, choose the appropriate volunteer role & then complete a Team Official registration for yourself. If you are interested in volunteering on more than one team, you need to complete additional Team Official registrations. Please complete all sections of the Team Official registration & add in as much detail on age level & gender, player requests, who you would like to volunteer with etc. **Helpful hint:** In order for the registration to be completed, you have to scroll through the whole waiver & mark off at least one method of communication.

SAMPLE INSTRUCTIONS ON HOW TO USE THE SOCCER PORTAL

The soccer portal system is set up for the players to request a transfer from their home community to where they want to play. When they register it will bring up their home community as the default community, if they play for another community it will ask them if they want a transfer. This is the best way for players to get on the team they are requesting. We suggest they put in a coach/player request as well. Sample below to assist you.

This one shows the Home community:

[Home](#) / [Register a Player](#) / [Player Registration](#)

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 carefully choose the community you wish to play in. Your designated community is pre-selected; however, you can request to play in any community. Note that selecting a different community will trigger a transfer process that will require EMSA Zone approval.

Community: *

Age Category: *

Competitive Play: I want to play for premier/club team (tryouts are required for U10 - U18).

Program: * U18 Boys (Community)

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Step 2: Program

Step 3: Emergency Info

Step 4: Volunteers/Fees

Step 5: Other

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Please carefully choose the community you wish to play in. Your designated community is pre-selected; however, you can request to play in any community. Note that selecting a different community will trigger a transfer process that will require EMSA Zone approval.

Community: *

Grovenor

Requesting to play in another community requires approval. Your registration is considered pending until the request is reviewed.

I want to play in this zone/community because

Age Category: *

U18 (recommended)

Competitive Play:

I want to play for premier/club team (tryouts are required for U10 - U18).

Program: *

U18 Boys (Community)

Next