

SYSC Registration Guide 2015

SOUTH YARRA S.C.



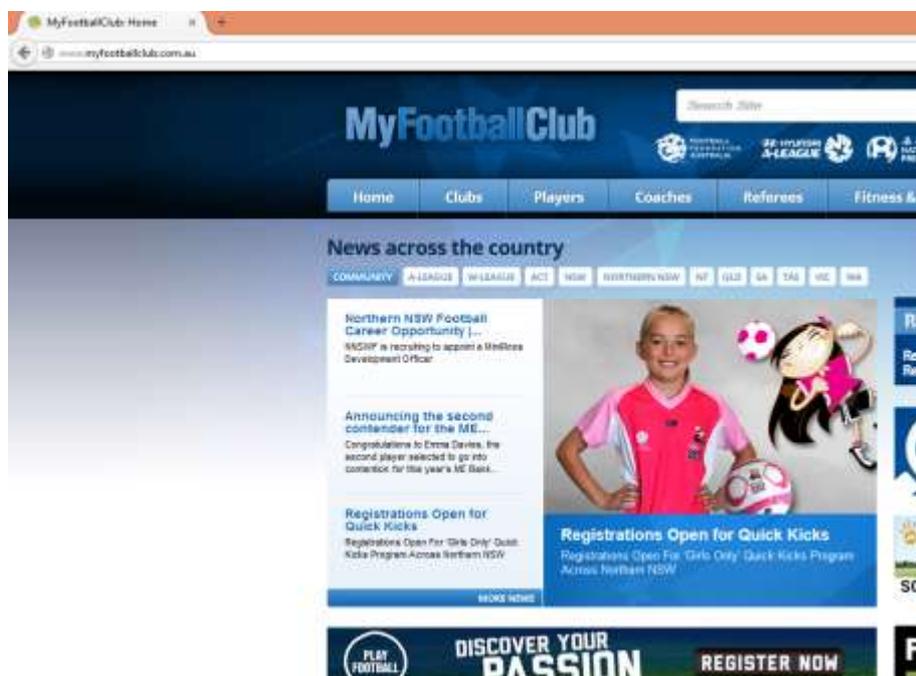
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1. Everyone – Start Here!

Open your Internet Browser (such as IE or Firefox) and go to www.myfootballclub.com.au



Go to the drop down Menu – **Players > Register Now**



On the Register Now screen you will have **3** options

1. "Click here to proceed to Login Pages"
2. "Click here to find FFA Number"
3. "Click here to create FFA ID"

Online Registration for Players

Thanks to MyFootballClub, Players are now able to register for the season online at their own convenience.

To commence the process of registering with the club of your choice please select the appropriate option below:

I know my FFA number and I am ready to proceed to a login screen to retrieve my password and complete my registration.

[Click here to proceed to the login pages.](#)

I have been registered as a player/referee/coach/volunteer before but need to find my FFA number prior to completing my registration.

[Click here to find your FFA Number.](#)

I have never been registered before and would like to create an FFA account to commence the registration.

[Click here to create an FFA account](#)

If you have never registered to play football (soccer) in Victoria before, then you will choose option 3 – “Click here to create an FFA account”. Proceed to the next page.

If you have registered to play in Victoria before go to **Section 3 - I Already Have an FFA ID – But I Can't Remember it or my Password**

2. I'm New – How Do I Create an FFA Account

Click the option “Click here to create an FFA account”. Read the Terms and Conditions (you will need to scroll down) and check the box to accept.

Please read and acknowledge the Terms and Conditions below.

FFA respects the privacy of individuals about whom we collect personal information. The personal information that FFA collects from you via MyFootballClub is collected for the purpose of processing your registration, administering the game of football, sending you information about the FFA (including information regarding our commercial partners and sponsors and related products and services), football matches, tickets and related events as part of the Football Family, assisting with your enquiries and for other purposes set out in our Privacy Policy (<http://www.footballaustralia.com.au/privacy>).

You acknowledge that the information you provide will be collected by FFA and may be disclosed to third parties for the purposes outlined above or as required by law. Such third parties may include Football Administrators (including FFA's member federations, associations and clubs as well as FFA and AFC), ticketing organizations, IT suppliers and event management organisations. Without your personal details, we can't register you or send you the information you've requested. Our Privacy Policy (<http://www.footballaustralia.com.au/privacy>) tells you more, including how to contact us to access and correct your details or make a complaint.

In addition, FFA may also collect more detailed information about football participants in Australia, including sensitive information. With this information FFA will be able to adopt a more needs based approach to the development of the game, in particular ensuring football is a more inclusive sport, expanding the scope and effectiveness of our indigenous programs and formulating a comprehensive schools strategy.

By registering with MyFootballClub, you consent to the collection, use and disclosure of your personal information as described above and as set out in our Privacy Policy (<http://www.footballaustralia.com.au/privacy>).

I (or if I am currently under 18 years, my parent or legal guardian) agrees to comply with the Terms (as specified above) and its incorporated documents, including the FFA Statutes and Spectator Code of Behavior.

Next

Click “Next” to proceed

MyFootballClub

Title: [dropdown]

First Name: [text]

Middle Name: [text]

Last Name: [text]

Email Address: [text]

Confirm Email Address: [text]

Address Type: [dropdown]

Address 1: [text]

Address 2: [text]

Suburb: [text]

State: [dropdown]

Post Code: [text]

Country of Birth: [dropdown]

Nationality: [dropdown]

Please indicate if you have a disability: [dropdown]

Home Phone: [text] Is Primary

Mobile Phone: [text] Is Primary

Work Phone: [text] Is Primary

Birth Date: [text]

Gender: Male Female

Aboriginal or Torres Strait Islander

Emergency Contact or Parent/Guardian 1

First Name: [text]

Last Name: [text]

Phone 1: [text]

Phone 2: [text]

Email Address: [text]

Emergency Contact or Parent/Guardian 2

First Name: [text]

Last Name: [text]

Phone 1: [text]

Phone 2: [text]

Email Address: [text]

Create Account

Fill in the details as indicated and click “Create Account”

You will then receive an email with your FFA ID and a password.

NOTE: This FFA ID will be yours for your entire football career, so you will use this to register each season.

3. I Already Have an FFA ID – But I Can't Remember it or my Password

That's ok! Select the second option "Click here to find FFA Number"

MyFootballClub

First Name: *

Last Name: *

Birth Date: *

FIND YOUR FFA NUMBER - Enter Your First Name, Last Name and Birth Date above and if search is successful click on your name to take you to the login of the MyFootballClub Regi

ID	First Name	Last Name
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Enter your:

- First Name
- Last Name
- Date of Birth

And click "Search". This should be the name you have registered with previously.

Your FFA ID (if found) will be displayed below.

Click on your name to be taken to the MyFootballClub login screen (If you've forgotten your password, you can request it at this point)

Login

MyFootballClub Registration

Please use your FFA number and password to login. If you do not know your number or password click on the relevant links below.

FFA No. * [\(Need your FFA Number?\)](#)

Password * [\(Need a password?\)](#)

Click on "Need a password" and enter your email address (**NOTE:** the email address you registered with) to have a new password emailed to you.

4. I have my FFA ID and Password

Well done! We're not too far away from getting signed up. If you're not at the login screen, from the MyFootballClub.com.au > Player > Register Now page, click the option "Click here to login with your FFA ID"

Login 

MyFootballClub Registration

Please use your FFA number and password to login. If you do not know your number or password click on the relevant links below.

FFA No. * [\(Need your FFA Number?\)](#)

Password * [\(Need a password?\)](#)

Enter your FFA ID and password to login

My Details	Welcome Mr Brett Gigante (51138188)	
Registration Details		
Registration	Member Details	
	First Name:	Brett
	Last Name:	Gigante
	Birth Date:	15/06/1976
	FFA Number:	51138188
	Gender:	Male
		<input type="button" value="Register"/>

Click the big "Register" button

At the “**Contact Details**” screen update any contact details if they have changed since your last login. Click “**Next**” to continue

NOTE: This year the FFA have added a question to select your favourite A-League team – clicking “**Next**” will save the form. You will need to click “**Next**” again to continue.

At the Select Registration page, choose “**South Yarra SC**” at Step 1.

At Step 2, choose “**Player**”

At Step 3, choose the appropriate registration (this should be chosen for you automatically).

At Step 4 – if you have paid a preseason registration fee, click “**Add Packages**”. If not click “**Next**”

If your last registration was in another country, change the answer to “Yes” and confirm. If you’ve only played football in Australia, leave the answer as “No”.

The screenshot shows the 'Terms & Conditions' step of a registration process. At the top, a navigation bar includes 'CONTACT DETAILS', 'SELECT REGISTRATION', 'TERMS & CONDITIONS' (highlighted with a red box), 'PAYMENT', 'ADDITIONAL QUESTIONS', and 'FINISH'. Below the navigation bar, there is a checkbox with the text: 'Tick here if you do not want to receive special offers from the partners and sponsors of FFA and Football Administrators'. A section titled 'Terms and Conditions' contains the following text: 'ACKNOWLEDGEMENT OF THE PROHIBITION AGAINST MATCH FIXING AND BETTING ON FOOTBALL. Football Federation Australia's (FFA) National Code of Conduct (Code) aims to promote and strengthen the reputation of football in Australia by establishing a standard of performance, behaviour and professionalism for its participants and stakeholders. In addition, the Code seeks to deter conduct that could impair public confidence in the honest and professional conduct of Matches or in the integrity and good character of its participants. The Code applies to all Members (including all Players, Match Official and Club Officials) and amongst other things prohibits Members from directly or indirectly betting on

Read through the “Terms and Conditions” and select the checkboxes to confirm your acceptance.

The screenshot shows the 'Payment' step of a registration process. At the top, a navigation bar includes 'CONTACT DETAILS', 'SELECT REGISTRATION', 'TERMS & CONDITIONS', 'PAYMENT' (highlighted with a red box), 'ADDITIONAL QUESTIONS', and 'FINISH'. Below the navigation bar, the following information is displayed: 'Club Name : South Yarra SC', 'Role : Player', and 'Package : SYSC Senior Player 36+ 2015'. A box shows 'Package Amount (AU\$) 395.00'. Under 'Step 1 - Additional Items', there is a 'Purchase additional items' button and the text 'There are optional additional items offered by this club for purchase'. Under 'Step 2 - Payment', a box shows 'Amount Total (AU\$) : 395.00'. At the bottom, there are two options: 'Pay Online' (highlighted with a red box) and 'Manual Payment At Club'. The 'Pay Online' option includes the text: 'Select Pay Online to pay now using your credit card. Please note, this may incur an additional transaction fee.'

At the payment screen, choose “Pay Online”. You will be directed to the FFA payment gateway.¹

¹ Only choose “Manual Payment at Club” if instructed by a club official to do so.

CONTACT DETAILS	▶	SELECT REGISTRATION	▶	TERMS & CONDITIONS	▶	PAYMENT	▶	ADDITIONAL QUESTIONS	▶	FINISH
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Enter the payment details below and click Next

Customer Name:	Brett Gigante - FFA: 51138188		
Transaction Ref:	2566659		
Payment Amount (\$\$.cc):	395.00		
Credit Card Number:	<input type="text"/>		
Expiry Date:	-	▼ / ▼	-
Name on Card:	<input type="text"/>		
Card Security Code:	<input type="text"/>	Find Out More	
Email Address:	<input type="text"/>		(optional, for approved payment receipts)

[Next](#)

Enter your payment details and click “Next” to process

<p>For your security please enter the text you see before clicking 'Pay':</p>		<p>Enter text here:</p> <input type="text" value="2FR9J"/>
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You will be presented with a “Captcha” a series of numbers and letters to be entered for security. Enter the text and click “Pay”

Football Federation Australia Payment Receipt

Dear Customer,

Thank you very much for your recent payment to Football Federation Australia

You will then receive a transaction receipt on-screen (and by email if requested). Click “Next” to continue

Log-O										
CONTACT DETAILS	▶	SELECT REGISTRATION	▶	TERMS & CONDITIONS	▶	PAYMENT	▶	ADDITIONAL QUESTIONS	▶	FINISH

Registration Submitted

Your registration is now recorded and is **awaiting approval by the Club registrar**. Please contact the Club for more information about the season or any questions regarding your registration.

Remember to keep you personal details up to date especially any changes to your email address.

Success. You're finished!