



Guide to Player Self-Registration via MyFootballClub

Welcome to MyFootballClub Registration at **Swan Hill Soccer League**

Start Here: www.myfootballclub.com.au.

1. Click on **"Register Now"** and then **"Player Registration"**.
2. You will be given 3 options. Choose the one that suites you.

REGISTRATION OPTIONS

- **I know my FFA number and I am ready to proceed to a login screen to retrieve my password and complete my registration.**
 1. If your password is no longer valid, click on **need password** and type in your email address. A new password will be generated immediately. (This email must be the one you used last season. If this not then please complete the player information with your new email address or e-mail myfootballclub@footballaustralia.com.au and they will assist you in changing your details. **This cannot be done at club level and can ONLY be done through FFV**
 2. Once you have gained access click on **Register**. Ensure all details are correct. **Your email address is VERY important as this is how the majority of our communication will be done.** Then press **NEXT**
 3. The details along in **Step 1** will need to be entered. Delete the details in this field and then type in Swan Hill and Swan Hill Soccer League will automatically appear. Click on this to populate the field. Click on **Step 2, Select Registration**. Select **Player** from the drop down box. Click on **Step 3, Select Player Package** then chose the Age Group you will be playing in. Listed below:
 4. Then click on **Add Package**. The details and price will populate the fields below. Click on next at the bottom of the screen.
 5. Please read all the details and either click on acknowledge all at the bottom of the screen or the individual fields you wish to acknowledge then Click on **Next**.
 6. You will see the invoice that has been generated for you.. Here you will have an invoice sent your email address to pay to the club. CONGRATUALIONS YOU HAVE JUST SELF REGISTERED! **Simply click on go to home screen and log out at the top right hand off the screen and you are done.**
- **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 proceed**
 - Fill in the field and then press **Search**
 - Select the player you wish to register and follow the instructions from
 - Then follow instructions 1-6 from above.
- **I have never been registered before and would like to create an FFA account to commence the registration**
 - This is the easiest of them all....Fill in your information and once you have gained access follow steps 1-6 from above.

PLEASE NOTE – Where do I go for help? admin@swanhillsoccer.com