

# Self – Registration – Coach/Manager

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# Play Football Self Registration Portal

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As a Coach/Manager/Volunteer looking to register for the up-coming season, you will need to create a **Football Account** (<https://www.ffa.com.au/football-account>) If you already have a **Football Account** please sign in.

Any existing participants will have to '**claim**' their account details, when a participant creates a **Football Account** the details used to create the account will be checked to see if there is any details from Myfootballclub that match.

If there is a match the participant will need to 'claim' those details as their own and proceed with their registration.

**Create a Football account link** >>> <https://account.footballnetwork.com.au/register>

**Login to your Football account link** >>> <https://account.footballnetwork.com.au/>

If you are required to set up other Club Administrators, please refer to the User Access Guide available through the 'Help' Portal located on the Play Football Website.

**SUPPORT PORTAL -link**

<https://support.playfootball.com.au/support/home>

# Create your Football Account

## My account

### Create your Football Account

Your Football Account is one account that lets you connect with all of the Football Network in Australia.

[ALREADY HAVE AN ACCOUNT?](#)

Sign in with  
social account



First Name \*

Last Name \*

Email Address \*

sean@ffa.typhing@ffa.com.au

Create a Password \*

••••••••

Must be eight or more characters including a mix of upper and lower case letters, a number and a special character

Date of Birth \*

Select date

Terms and Conditions \*

FFA respects the privacy of individuals about whom we collect personal information. The personal information that FFA collects from you via the Football Family registration form is collected for the purposes of processing your registration, sending you information about FFA (including information regarding our commercial partners and sponsors and related products and services), information about football matches, tickets and related events, assisting with your enquiries and for other purposes set out in our [Privacy Policy](#).

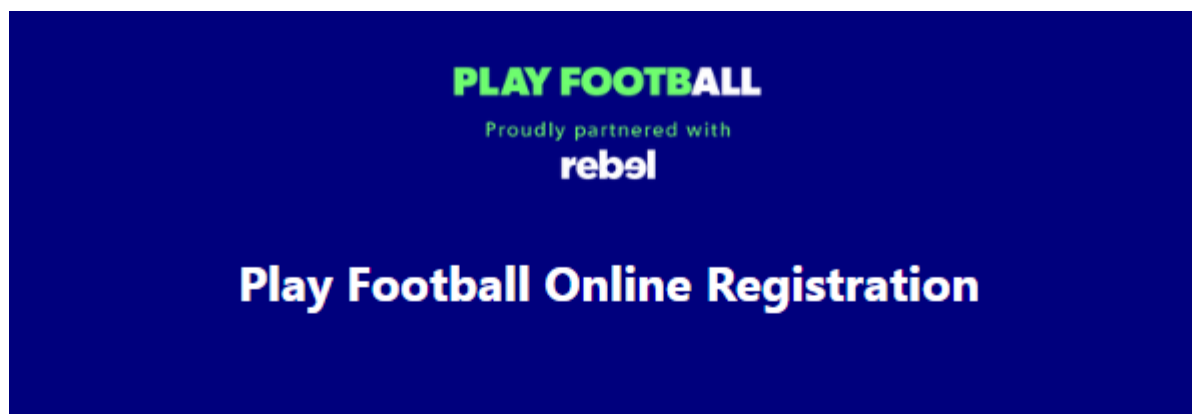
You acknowledge that the information you provide will be collected by FFA and may be given to third parties (such as Ticketek, IT providers or venue operators) we engage to help us run our business for the purposes outlined above or as required by law. Without your personal details, we can't register you or send you the information you've requested. Our [Privacy Policy](#) tells you more, including how to contact us to access and correct your details or make a complaint.

By signing up, you consent to the collection, use and disclosure of your personal information as described above.

☐ I have read and accept the terms and conditions

REGISTER

## Claim Profiles



### Claim Profiles

Hi **Sam**, below you will see a list of existing records which match your email address [samantha.huynh@ffa.com.au](mailto:samantha.huynh@ffa.com.au) You can choose to link these records to your account.

Checking the "Link" option will add those participant records to your account and allow you to manage registrations on their behalf. You can also indicate if one of the existing records is you.

[Clear](#)

**3.2.3, Test (Reference: 4721140)**

☒ Me ☐ Link

Organisation: FFA Test Club

Continue

# Self-Registration Portal

FOOTBALL Network

My Football

Play Football

FFA.com.au

ALDI MiniRoos

My account

My account

Sign In

Sign in with social account

f

G

Email Address \*

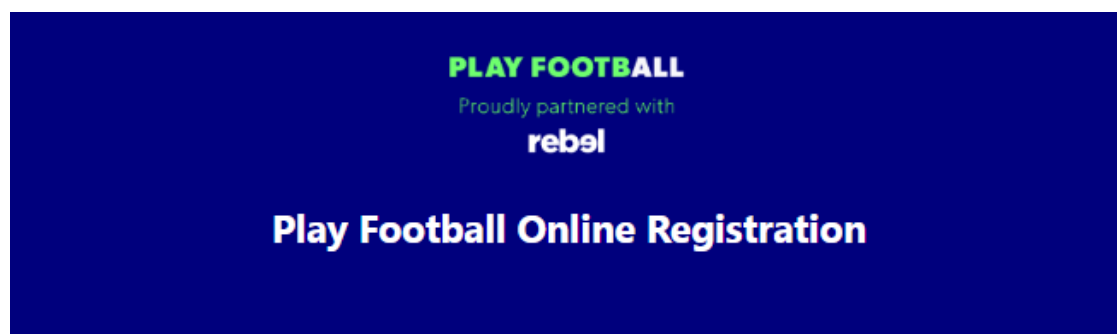
Password \*

Having trouble logging in? [Reset password](#)

CONTINUE

CREATE ACCOUNT

## Self-Registration Steps – Registering



### Welcome

Registration for: Carlton Rovers FC

**How this works**

Register in less than 10 minutes

Secure online registration

Login using MyFootball account

**Information needed**

Personal Details

Profile photo, WWC, ITC and other details as required

Credit Card Details *[If paying online today]*

[Get started](#)


## STEP 1. - Select the Participant

- When you have created your Football account, please sign in and you will be presented with the Play Football Online Registration screen with your account details and any individuals you have linked to your account.

### Play Football Online Registration

huynhtwo, Sam

Logout



### Select the person you are registering for

**I am registering myself**

☒ huynhtwo, Sam (Reference:10062852)


**I am registering a linked person**

☐ Phouisangiem, Jay (Reference:10062854)

**I am registering a new person**

☐ Register my

☒ Link this participant to my account



If the person you are purchasing the product on behalf of is not shown, you will need to: **Login as that person - or Login to your account and link the person record to your account** (record must have the same email address as yours to be able to link).

Continue

- If you are registering yourself select 'continue'
- If you are registering a new person, select 'I am registering a new person' along with the relationship

## I am Registering a new person

- The 'New' Participants details will be checked for any existing records
- No existing records will allow the participant to proceed with the registration process as new

**rebel**  
**Play Football Online Registration**  
**Carlton Rovers FC**  
Senior Registration Form

**Basic Participant Details**

We will use these details to check for an existing record.

First Name  
Ben

Last Name  
Test

Email Address  
test@email.com

Date of Birth  
01-01-1991

Gender  
☒ Male ☐ Female ☐ Unspecified

Search

The details you have entered do not match any existing records. **Continue** as a first time user.

Continue



- If The search result finds matching records, the participant can claim the account by 'ticking' the box



**Search results**

**The details you have entered match the following record(s).**

They may be linked to an old email address, different to the one you registered with your Football Account. Please indicate if any of these participant records may be historical records belonging to **Sam Huynhtwo**. Indicating any historical matches will assist administrators in merging records with this registration.

**huynhtwo[huynhtwo], Sam**

b. 1994 Reference# 5817367

Carlton Rovers FC

☐

Continue

- If the results returned do not match the participant you are registering, leave the box unticked and select 'continue'

I am registering myself

### Play Football Online Registration

huynhtwo, Sam

Logout

### Select the person you are registering for

I am registering myself

☒ huynhtwo, Sam (Reference:10062852)

I am registering a linked person

☐ Phouisangiem, Jay (Reference:10062854)

I am registering a new person

☐ Register my

CHILD

☒ Link this participant to my account

i

If the person you are purchasing the product on behalf of is not shown, you will need to: **Login as that person - or Login to your account and link the person record to your account** (record must have the same email address as yours to be able to link).

Continue

- If you are registering a 'Linked' person select the participant and then 'continue'

## STEP 2.- Select Club & Product

- **Type/Select** the club you are registering to for the upcoming season
- Participant will be presented with all the clubs 'Products' You will be shown all the 'Products' your clubs have on offer, select the product that you have been informed to select by your club. **If you are UNSURE of which product to select speak with your club directly.**

\*Products – the package that you are purchasing/selecting

Play Football Online Registration

Carlton Rovers FC

Coach/Manager

Registration for Sam Huynh

✓

○

○

○

○

Product Select

Club

Carlton Rovers FC

Role

Football Type

Playing Level

Select...

Select...

Select...

Carlton Social Comp 2019

N/A

Role	Player	Age	4-18 Mixed
Type	Social	Level	Social

PRICE FROM  
\$130.00

coach /Manager

Select

Role	Coach	Age	10-100 Mixed
Type	ALL	Level	ALL

PRICE FROM  
\$0.00

junior (4-18) - sports

N/A

**NOTE: Products marked 'N/A' are unavailable to the participant as they do not meet the requirements of the product that the club has created. If you are UNSURE about your product selection**

### STEP 3.- Product Details

- This step allows the participants to purchase 'Optional products' the club may offer.
- Participants can review the breakdown of the included FEES in their 'Product' selection.
- If an optional product is to be purchased select the product >select update cart = update the total
- Coach/Managers/Volunteers have a sub role, if your role is not listed select - **OTHER**

#### SUB ROLE's

**Play Football Online Registration**  
**Carlton Rovers FC**  
Coach/Manager  
Registration for Sam Huynhthwo

✓

○

○

○

○

**Product Details**

coach /Manager

\$0.00

Includes fees to:

Football Federation Australia (coach/Manager)

\$0.00

Football NSW (coach/Manager)

\$0.00

FNSW - St. George Football Association Incorporated (coach/Manager)

\$0.00

Carlton Rovers FC

\$0.00

\* Prices quoted in AUD and include GST of 10%.

Total

\$0.00

**Team Preference**

**Variations**

☐ I am a student (tertiary)

**Sub Role**

Isenior\_coach\_title

Isenior\_coach\_title

TEAM MANAGER

SCORER

OTHER

ANALYST

ASSISTANT COACH

FITNESS COACH

GOALKEEPER COACH

MINIROOS TEAM LEADER

PHYSIOTHERAPIST

SPORTS SCIENTIST

SPORTS TRAINER

TEAM DOCTOR

TECHNICAL DIRECTOR

Isenior\_coach\_title

## STEP 4.- Working With Children

- Participants will be asked if they have a working with children (WWC)card, For those participants that do not have a WWC will need to obtain one – each State has a different process
- NSW – Office of the Children’s Guardian
- Victoria - Working with children check Victoria
- ACT – Access Canberra
- NT – Safe NT
- TAS – Consumer, Building, Occupational Services
- WA – Government of Western Australia
- SA – National Criminal History Check
- SA – Department of communities and Social Inclusion
- SA – Catholic Archdiocese of Adelaide
- QLD – Blue Card
- Additional questions will build down to gather WWC details of the participant



Working With Children
Do you have a current Working With Children (WWC) Accreditation?*
<div><div>Select ▼</div><div>Select</div><div>Yes</div><div>No</div></div>

Working with Children – **if you selected – YES**

- Select the state
- Add WWC details
- Select if your card is Paid/Volunteer

**NOTE: If you are UNSURE if you require a paid or volunteer WWC please speak with your Member Federation/Association Directly.**



### Working With Children

Do you have a current Working With Children (WWC) Accreditation?\*

Yes ▼

If Yes, please select the relevant State body you have attained this WWC Accreditation from\*

QLD Blue Card - Queensland Government ▼

WWC Accreditation Number

WWC Expiry Date

12/12/2018

WWC Type

Select ▼

Continue

### Working with Children – **if you selected – NO**

- If the participant does not have a WWC Accreditation or an exemption, the participant will be prompted to apply for a WWC
- Participants are encouraged to apply for a WWC before process with their Registration



#### Working With Children

Do you have a current Working With Children (WWC) Accreditation?\*

No

Do you have a WWC Accreditation exemption?\*

No

[For information on how to obtain a WWC Accreditation, click here.](#)

WWC Accreditation Application Number

WWC Accreditation Application Status Comment

Continue

## STEP 5. – Review Your Order

- Participants will have the chance to review their order at this step it is important participants review and edit
- To edit any of the sections select 'Modify'
- The Terms & Conditions will also appear at this step

✓

✓

○

○

○

Review your order

Please confirm your order details are correct.

Shopping cart

Modify

coach /Manager

\$0.00

Total

\$0.00

Participant Details

Modify

First Name

Ben

Middle Name

Test

Known As

Bobby

Working with Children

Modify

Working with Children Details

Yes

In order to register, each participant must agree to comply with the Terms and Conditions including any incorporating documents such as the FFA Statutes, National Code of Conduct and Spectator Code of Behaviour.

☐ I have read and agree to comply with the [Terms & Conditions](#). If the person being registered is under 18, I confirm that I am their parent/legal guardian.

☐ If this registration form is being completed on behalf of another person, I confirm that I have provided that person (or, if that person is a child, I have provided their parent or legal guardian) with a copy of the Terms and Conditions and they have read and agreed to comply with them.

I confirm I wish to opt into marketing communications from the following organisations:

☒ Football Federation Australia

☒ Football NSW

☒ FNSW - St. George Football Association Incorporated

☒ Carlton Rovers FC

Continue

## STEP 6. – Payment

- This step provides the participants the chance to review their product
- The product fee breakdown is displayed along with any discounts or additional products the participant has selected
- If the participant has selected an **INCORRECT product**, select one of the blue circles at the top of the page to go back in the process to select the correct product





**NOTE: If you are UNSURE of which product to select – contact your club directly to get the correct information regarding your product selection**



Payment	
Details of Purchase	
coach /Manager	\$1.00
Includes fees to:	
Football Federation Australia (coach/Manager)	\$0.00
Football NSW (coach/Manager)	\$0.00
FNSW - St. George Football Association Incorporated (coach/Manager)	\$0.00
Carlton Rovers FC	\$1.00
* Prices quoted in AUD and include GST of 10%.	
Total	\$1.00

#### VOUCHER/COUPONS

- NSW participants – who have a valid active kids voucher in their will need to enter the voucher details to redeem its value
- NSW/ACT/ Victoria/ Tasmania/ South Australia/ Western Australia/ Northern Territory/ Queensland participants will need to speak with their Member Federations or Local Governments to see if sports voucher schemes are available in your state
- If you have obtained a sports voucher and you are from **Victoria/ Tasmania/ South Australia/ Western Australia/ Northern Territory/ Queensland**, PLEASE speak with your clubs directly to see how you can redeem your voucher

Vouchers / Coupons	
<div>Please Select ▾</div>	
Voucher Code *	
<input type="text"/>	<button>Apply</button>

## Online/ Offline

**Pay Online**

We accept VISA and MASTERCARD

**Name on Card \***

**Card Number \*****CVC/CVV \***

**Expires \***

[Pay Now](#)

**Pay Offline**

An invoice for the amount payable will be emailed to you.

If you choose to pay offline, the processing fee included in the above total (\$8.07) will not apply.

[Submit and Pay Later](#)

- **Clubs** set the payment options available for participants
- Online – Visa or Mastercard payments – Payments are to be made in FULL
- Offline – **Clubs preference**

**NOTE: Payment options are set by Clubs – if there is an issue with payment options available to you, please speak with your club directly.**

## STEP 9. – Confirmation/ Perform another Registration

✓

✓

✓

✓

○

**Confirmation**

Thanks Sam, your registration has been accepted.

**Amount Payable:** \$448.00  
An invoice has been sent to christopherhuynh15@yahoo.com.au.

For enquiries relating to this registration, please contact:

Test Person  
Carlton Rovers FC  
test@test.com

[Finished Registration](#)

[Perform another registration](#)


[Show Raw Disburse XML \(TEST only\)](#)

## End of Registration

- Club Registrars will list the contact details for participants to use if they have any enquiries related to their Registration
- Selecting 'Perform another Registration' will take the participant back to step 1.
- I am registering a linked person, or I am registering a new person

huynhtwo, Sam

Logout



**Select the person you are registering for**

**I am registering myself**

☒ huynhtwo, Sam (Reference:10062852)

**I am registering a linked person**


☐ Phouisangiem, Jay (Reference:10062854)

**I am registering a new person**

☐ Register my 

CHILD ▼

☒ Link this participant to my account



If the person you are purchasing the product on behalf of is not shown, you will need to: **Login as that person - or Login to your account and link the person record to your account** (record must have the same email address as yours to be able to link).

Continue