

SAVE TIME ON REGISTRATION DAY!



REGION 206 ANNOUNCES

Online sign ups for players AND volunteers!

Go to www.eayso.org

At a time and place convenient for you, you can provide all the information you normally have to write by hand on an application form. When finished, print out two or more copies of each form, sign and date them and bring them to one of our registration events (see below for a schedule of locations, dates and times). We'll have an "Express Line" just for those who have pre-registered online. Just submit your forms and pay any player fees and you can be on your way!

For parents & volunteers who have not signed up online before:

At the Welcome screen, click on the button labeled **First time**.

- 1) Onscreen directions will guide you through the process
- 2) **SCROLL DOWN!** Many of the data screens extend below the bottom of your monitor. Use the Page Down key or the down arrow key to be sure you've scrolled to the bottom of each page.
- 3) Though not required to complete pre-registration, if you take the time to get a user name and password, this online process will be even faster in future seasons. The system uses an e-mail address for the username (many feel this is easier to remember). It does not have to be your regular e-mail address, and it is not the one used to send any messages to you.
- 4) When asked to choose a region, follow the directions to enter the region number above.
- 5) Provide as much contact information as possible to make it easier for us to reach you when teams are formed, etc. E-mail addresses are enabling better communications between the region and our members. Please provide us with an e-mail address if you have one. **NOTE:** When you enter your address, please provide a complete address including apartment or suite number and any directional indicators (i.e., North Main St. or 125th St. S.E.). **USE ALL CAPS FOR FILLING OUT FORMS!!!!!!**
- 6) Our region is completely volunteer run. We need your help. Please indicate a volunteer position that interests you.
- 7) The information in any field marked with a red asterisk is required.
- 8) You're not finished until you've clicked on **Submit** AND printed your **TWO** forms. Then bring the **TWO** printed forms to one of our registration events.

For parents & volunteers who signed up online last year:

- 1) If you did not get a username and password, you will have to follow the instructions above for a first time user. If you did get a username and password, go to the eAYSO site and at the Welcome screen, click on the button labeled **Log In**
- 2) At the **Log In** screen, enter the e-mail address username and your existing password. There are links on this screen if you've forgotten them.
- 3) Read each of the screens carefully. Scroll to the bottom of each screen. Many of the data screens extend below the bottom of your monitor. Use the scroll bar, the Page Down key or the down arrow key to be sure you've scrolled to the bottom of each page.
- 4) At the Welcome screen, you can click on **My Login Info** if you wish to change either your username or password. Otherwise, in the first line under **General Instructions** click on **Parent Info** to begin the process of re-registering your player(s) OR to re-register to be a volunteer, go to the third line under **General Instructions** and click on the link labeled **Click Here**. When signing up for the new year, it is important that you review all the data screens and change anything that needs to be updated. **DO NOT USE THE LINKS LABELED PLAYER FORM OR VOLUNTEER FORM IN THE SECOND LINE under **General Instructions**.** These links should be used only if you are unable to print forms right away after you've updated your registration information.
- 5) On the screens that follow, check to see if any of the information needs to be changed.
- 6) Follow the onscreen directions to print copies of each of the forms, and then bring **TWO** copies to one of our registration events.

*******Players Using the Fast track at registrations must bring TWO copies of your on-line registration to qualify for the Fast track line.***

What is Fast Track? A faster line for those that have taken the time to fill out the registration form on line at home. Bring with you TWO copies of your registration form to one of the registrations below and you will be expedited through a quicker line to the payment part.
