



RETURNING PLAYER INFORMATION 2020/21 SEASON

ONLINE REGISTRATON INSTRUCTIONS (Please read in full before going online)

*** If you already have a ONLINE ACCOUNT GO TO STEP #2**

1. Login/Account creation - When you first access the Online Registration site, you are brought to the login screen. The user (parent/guardian) will need to create an account to register members to our association. **This account is a 'family' account; you only need ONE account to register all members of one family.**

Click on 'CLICK HERE TO CREATE AN ACCOUNT'

Please ensure you fill out all necessary information. Submit once complete.

2. Finding members to register – Once you are logged in you will be brought to the Registration options. You will have a list of **Previous Registrations**. Select members you wish to re-register and update any details as needed.

***IF you have (3) or more children to register you MUST register from oldest to youngest to have the 3rd player discount applied.**

***All names should be first and last only**

***IF your child's profile is not found please email the Office (office@jdfminorhockey.com) for your Childs HCR number.**

***IF more than one matching profile is found please choose the smaller HCR number, carry on and notify the Registrar of the duplicate profile.**

3. Register your member for the season – Select 'Participant' to register. You will then choose the Division your child should be registered in according to their birth year. If you will be requesting an Overage/Underage exemption, please proceed as needed and notify the office once the online process is completed.

You will once again be asked to confirm the members address and be asked for emergency contacts, any additional email addresses you wish to have added as a contact; ***please ensure if both parents/guardians need to be on the master email list, they are noted in their required fields.***

4. Fees – Each division's fees have been pre-set and are shown.

***U11 (Atom) Competitive Tryout Fee** – If you wish for your child to participate in tryouts for the competitive teams you must select this fee.

U13-U18 (Peewee-Midget) Tryout REP** – If you wish for your child to participate in tryouts for the Tiered (REP) teams please select this fee. ***Please note: Determining the number of REP teams or deciding on how many tiered teams the association will card in each division is not decided or known until our REP tryouts have begun in September. Final date to sign up for tryouts is August 1st, 2020.

*** REP Competitive Fees** – Once rosters are set members further REP/Comp. fees will be collected for Oct. 15th, 2020.

5. Check-Out/Add into Cart – If you have more members to register, 'Add into Cart' the existing registration and begin to register your next member.

Once you have registered all of your members you are ready to 'Check Out'. Here is where you decide how you wish to pay. Eligible 3rd player discounts will be shown here.

PAYMENT OPTIONS:

(1) To pay by cheque you can pay with the following options:

1. Payment in full – dated April 1st, 2020

2. Deposit of \$50 - dated April 1st, 2020; balance is due by post dated chq attached July 31st, 2020. **ALL CHQS ARE TO BE DROPPED OFF TO THE JDFMHA OFFICE IN JDF ARENA LOBBY BEFORE APRIL 1st**

(2) To pay by credit card (visa & MC only) you will be prompted to Hockey Canada's secure online payment processor. Payment in full is required at time of check out.

(3) to pay by E-transfer – same rules apply as chq, deposit due now and balance due by July 31st (email is office@jdfminorhockey.com no password needed) **PLEASE INCLUDE CHILDS NAME IN MEMO LINE**

****If you are applying for funding*** please select 'Cheque' and notify the Office office@jdfminorhockey.com to avoid payment collection.

ADDITIONAL ITEMS:

Proof of Residency: Is required by **all** members to submit with your registration. Accepted proof is a current utility bill or letter/mail showing your name, address and is dated no older than 60 days. Items can be dropped off to the JDF Office located in the JDF Arena lobby or emailed to our Registrar, registrar@jdfminorhockey.com

Late Registration: Returning players not registered by April 15th will be wait listed and your placement can not be guaranteed.

Late Payment: Any registration fee not received by the July 31st deadline will be removed from the division list and wait listed.

6. Additional forms/Info:

*** ePACT - Emergency and Medical Information**

Over the past few months you have received invites to join ePact from JDFMHA. Starting next season, we will no longer collect paper medical forms. We will use ePact to collect information and make it available online quickly to your team officials. This is a safer way to obtain and store your family's personal data. Please login and set up a profile for your player and connect with JDFMHA.

<https://www.epactnetwork.com/us>

If you have any questions or concerns, please contact our Risk Manager safety@jdfminorhockey.com

RESPECT IN SPORT vs. Registration**

If you took the RIS – Parent version last season, you may register your child.

If you have taken the team staff version AND it has not expired, it is only valid for 4 years, from date taken, you may register your child

If expired, you will have to take the Parent version or team staff in order to register your child. Please attach proof of certification to registration form.

Please use the following links, if you are required to take:

Team Staff RIS – <https://bch.respectgroup.inc>

Parent RIS – <https://bchockeyparent.respectgroup.inc>

FINAL REGISTRATION DATE IS APRIL 15st, 2020. AFTER THIS DATE THE REGISTRATION IS OPEN TO ALL WAIT LISTED MEMBERS AND YOUR PLACE WILL NOT BE GUARANTEED.