

EAST CORNWALL YOUTH FOOTBALL LEAGUE

REGISTRATIONS

How to register a club

At the top of the page click 'register a club'



You will then see the next screen. Please enter what teams you would like to register. Don't worry if you have made a mistake and need to add or delete a team, email me and I can rectify this for you. This will then tell you how much you need to pay for the teams entered.

Club Registration

Register kkfc for 2017 - 2018 season.

Please enter the number of teams this team hope to enter for the new season

Club	kkfc
Season	2017 - 2018
East Cornwall u7s Mixed 5 a side	<input type="text" value="0"/>
East Cornwall U8s Mixed 5 a side	<input type="text" value="0"/>
East Cornwall u9s mixed 7 a side	<input type="text" value="0"/>
East Cornwall u10s Mixed 7 a side	<input type="text" value="0"/>
East Cornwall u11s Mixed 9 a side	<input type="text" value="0"/>
East Cornwall u12s Mixed 9 a side	<input type="text" value="0"/>
East Cornwall u13s mixed 9 a side	<input type="text" value="0"/>
East Cornwall u14s mixed 11 a side	<input type="text" value="0"/>
East Cornwall u15's Mixed 11 a side	<input type="text" value="0"/>
East Cornwall u16's Mixed 11 a-side	<input type="text" value="0"/>

How to register a team

At the top of the page click 'register a team' – this needs to be done as well as when you register the club. You are telling us what teams you want to register but in this section you are actually registering them.



You then get the screen below. Please fill in the information that it is asking for. NOTE The team type drop down box needs to correspond with the age group that you are registering!

Manage Teams

— Add Team —

Team Name	<input type="text"/>
Team Club	<input type="text" value="Biscovey YFC"/>
Team Type	<input type="text" value="East Cornwall u7s Mixed 5 a side"/>
Team Colours	<input type="text"/>
Team Pitch	<input type="text"/>

Team is available to play matches during early season on the following evenings:

Monday	<input type="checkbox"/>
Tuesday	<input type="checkbox"/>
Wednesday	<input type="checkbox"/>
Thursday	<input type="checkbox"/>
Friday	<input type="checkbox"/>

Once all of your teams have been registered you can then go ahead and register your players and allocate Managers to them.

How to register a player

**** This is what causes the most confusion so please pay particular attention to this section ****

Click 'register a player' from the top bar.



You then see the following screen, select what team you need the player/s to be registered for in the drop down box. Then comes the part that causes most issues. **DO NOT AUTOMATICALLY REGISTER A NEW PLAYER.** 9 times out of 10 a player has already been registered and just needs a transfer from another club.

If you do need to register a new player then select the Register new player box and it's self explanatory from there. You then need to send me a copy of their ID. This can be done via email, text or whatsapp. I cannot approve any new player without seeing their ID first.

Player Registration

Please select the team for which you wish to register players

Select Team

Select Team

Register New Player(s)

Re-Register Existing Player(s)

If a team doesn't appear, it may be that the team either hasn't been registered for the current season yet, or its registration is still awaiting approval.

Please [register your team](#), or contact the League Secretary for more information.

If you need to register your players from last season which is the most common then click 're-register existing player. This will then give you the screen below. You then have 3 options to choose from. You will probably be using the middle option – previous team. This way you can pull across from the previous season/s. They then get approved once their photo has been added.

Player Registration

Re-Register players for 2017 - 2018 season.

To make life easier, there are several ways you can find the players you want to re-register

- Player ID** - If you know the Player ID of the player(s) you'd like to re-register, select this option - you'll be able to enter a list of Player IDs
- Previous Team** - If most of your players played for a team last year you can simply select the player(s) names you wish to re-register from last season team sheet.
Select Previous Team
- Name / DOB** - If you only know the players name and date of birth you can search for each player individually

It really is that easy! If you follow this and take on board the next few do's and don'ts then it will be plain sailing!

PHOTOS

Photos do not automatically transfer from last season so you will need to either add a new one or save the old one and re-load it. You will need a new photo if going from 5v5 to 7v7, 7v7 to 9v9 and 9v9 to 11v11. If you do not change them then they will not get approved.

Please ensure that your photo is a clear head and shoulders shot of the child. I cannot have anyone else in the photo and it needs to be as clear as possible.

TRANSFERS

As per the league rules, you must email the club that the child wants to transfer from to ask for the transfer. Please cc me into the email, this saves a lot of time and going back and forth between clubs. Please be aware that the request may be declined if there is still outstanding kit or monies owed.