

Registration Process

School Sport ACT now collects all registration information online – this is to prevent the movement to and fro of a paper note and have all information readily available to officials prior to the team. As this process incurs a fee for data storage, system maintenance and admin, a small fee payment via credit card will be required.

How to register a Student?


1- Go to [Register](#) and create an account. After completion, check your registered email to **verify your account**. (Always check your spam folder in case you didn't receive immediately the verification email).

2- After verifying your account, **Log In** using your registered email and password. You'll be presented with your **Parent Dashboard**. From there you can start the process of registering a Student into a Team.

 Look for the  button.

3- Complete all of the information required for your Student (e.g: Medical Details, Playing History, Preferred Position, School, etc.).

4- Make the small credit card payment. After payment your Principal/School Approver will receive an email for their approval to team.

 You will be able to see the process has been complete back in My Profile – once your Principal/School Approver has completed the approval process your child's information will be collated onto a list for the Team Manager and Coach prior to team.
