



## How to Register for Academy and Classic Program

### PLAYERS MUST FIRST REGISTER ONLINE TO BE EVALUATED FOR THESE PROGRAMS

#### OCSA Returning Members:

- Click "LOG IN" tab and enter your username and password
- Click "MY ACCOUNT" tab
- Click "REGISTER NOW" for each player you wish to register
- Select the available Program (team), then click "NEXT".

*All players will try out for the age appropriate team. A transfer to play up is under the discretion of the appropriate division coordinator and coaches involved.*

**Shopping Cart Details:** verify the Program(s) in the shopping cart, then click "NEXT"

- Enter the Additional Participant(s) Information, then click "NEXT"
- Volunteer: Select volunteer position (optional), then click "NEXT"
- Donation – if you wish to make one
- Checkout: Select pay with credit card, enter credit card information, then click "SUBMIT ORDER"
- Repeat this process for each player you wish to register

A confirmation email will confirm the registration is completed. After evaluations, parents will receive either an acceptance or rejection email. If you receive an acceptance email, there will be link for you to log into your OCSA account to either accept or deny your child's position on the team.

#### New Members:

- Click "LOG IN" tab
- New Customer Primary Contact: Create a FAMILY account, Primary Parent's information goes here.
- Enter Primary Parent's information, then click "CREATE NEW ACCOUNT"
- Enter Primary Parent's Contact Information, then Secondary Parent's Contact Information, then click "NEXT"
- Add New Participant (Player): enter Player's information (if you have another child to register, then click "ADD ANOTHER PARTICIPANT", once enter all Participant's information, then click "NEXT"
- Select the available Program (team), then click "NEXT"

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- Enter the Additional Participant Information, then click "NEXT"
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