

REGISTRATION GUIDE FOR STUDENT-ATHLETES



The Washington Student Cycling League partners with Sports IllustratedPlay for our registration needs. Here is some important information that you need to know about using our registration system.

- The registration site can be found here <https://washingtonleague.siplay.com/site/>.
- Registration accounts are “family” accounts. The primary account holder must be 18 years or older. Multiple adults and children can be added to the account.
- In order to register a student-athlete, you must be their parent or legal guardian.
- All registrants must use their legal name.
- Three (3) email addresses can be added to the account. If you would like your child and/or spouse to receive emails from team coaches and the league administrator, please add their email address to the account.
- Receive urgent text updates from your coaches or league administrator via *easyAlert™. To activate this service, you must “opt-in”.
- You will be required to add a photo image of your child to his/her profile if you haven’t already. The image will be visible on the team roster for coaches, parents, and riders to see. This photo will also be used on the Student License card.

REGISTRATION CHECKLIST

- Name of coach/team
- Name, date of birth, grade, school your child attends
- Doctor’s name, number (optional, but encouraged)
- Insurance provider and provider # (optional, but encouraged)
- List of medical issues, allergies, medications
- Name and phone of emergency contact
- Photo image of your child
- Credit or debit card for payment

HOW TO REGISTER YOUR STUDENT-ATHLETE

1. Create account using primary account holder’s email address or log into your existing account.
2. From the dashboard, select REGISTER TO PLAY/PARTICIPATE.
3. Select your child from the list of Registrants and select REGISTER NOW. If your child does not already have a profile, select NEW CHILD and REGISTER NOW and enter child’s general information and select SAVE.
4. All open registration sessions available to your child will appear here. If registering for the Spring League Program, under COACH & RIDER SPRING LEAGUE REGISTRATION YEAR, select REGISTER AS A PLAYER.
5. THERE MAY BE 2 REQUIREMENTS AT THIS POINT TO PROCEED:
 - a. **Participation Code:** At various times of the year, there may be a Participation Code required. Enter the participation code here and select SAVE. If you do not have the current code, please contact your coach. NOTE - participation codes are not the same

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as promotion codes. Participation codes are used to proceed with the registration process. Promotion codes are typically used for various discounts and are entered at checkout.

- b. **Person ID Image:** Upload an image of your child. This is important for security purposes. NOTE: You can change the profile picture at any time by going to the dashboard and under Account Options select ACCOUNT SETTINGS. Click on the name under of your child under Children and under Child Options select CHANGE IMAGE.
6. Complete registration information. If you have a Promotion Code, you can enter it now. Select CONTINUE.
7. Please read the Consent Form and select I AGREE to proceed.
8. Your registration should now be in the shopping cart. Select CHECKOUT and enter payment information.
9. You will receive a confirmation email with your registration receipt. The Registrar will review your registration and assign your child to the team roster. Once your child has been placed on the team roster you will receive an automated email and at this point your child is insured to start riding with the team.

HOW YOUR STUDENT-ATHLETE CAN RECEIVE TEAM COMMUNICATIONS

We strive to make communication easier on everyone. One of the easiest ways for coaches to communicate with their student-athletes (and their parents) is through the Team Wall, a feature of Sports IllustratedPlay. Communications can be via the Team Wall chat, email, text messaging.

For your student-athlete to receive communications they must have their email address and/or phone number added to the family registration account. Note that in order to receive text message communications, you must “opt-in”. See instructions below.

Your student-athlete will then have login privileges to participate on the Team Wall, but unable to register himself/herself.

How to add your student-athlete’s contact information:

1. Log in to your account.
2. From the dashboard, under ACCOUNT OPTIONS, select ACCOUNT SETTINGS.
3. Under CHILDREN, select your student-athlete.
4. Under CHILD OPTIONS, select EDIT.
5. Under CONTACT INFORMATION, enter your student-athlete’s email address and phone number.

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General Information

First Name (Legal) Last Name

Nickname
The name this person goes by

Birth Date
Format: MM/DD/YYYY

Current Grade (2016/2017)

Gender
 Male
 Female

Contact Information

Login Email Share with My Team

Receive Upcoming Event Reminders
 Games Practices Other Events

Primary Phone Share with My Team Phone Type

6. Select SAVE and then DONE.

HOW TO ENABLE EASYALERT TEXT MESSAGING

Sometimes coaches or the League need to communicate very important or time sensitive information (i.e. practice is cancelled, race is cancelled). To enable text messaging notifications:

1. From the dashboard under ACCOUNT OPTIONS, select MOBILE PHONE SETTING.
2. Under PHONE SETTING, select ENABLE TEXTING for the desired phone number(s).
3. You then be asked to send a text message which will then prompt a Confirmation Code to be entered on your screen for opting-in to the EasyAlert system. NOTE: If you are enabling your student-athlete's phone, they will receive the confirmation code which you will then need to enter to enable texting.
4. Select DONE.

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SPORTS ILLUSTRATED PLAY MOBILE APP

The TeamWall mobile app is free for teams, coaches, student-athletes and parents and uses our registration management platform. STAY CONNECTED, here you can easily find your team schedule, communications and everyone's contact information.



<https://itunes.apple.com/us/app/si-play-manage-si-play-or-league-athletics-teams/id1048786895?mt=8>



https://play.google.com/store/apps/details?id=com.siplay.android_siplay