

Affinity Registration Help Sheet

1. Go to <http://grtysa-southlake.sportsaffinity.com>
2. On the affinity registration page click the red "**registration**" box on the upper right
3. Under Register Family Members of a Family to the Club, click the green "**continue**" box
4. under select a season select "**Fall 2017-2018**"
5. and then select "**Player Recreations and Small Sided Registration**"
6. Then either **login** with your "existing account username and password" or "**create new account**"
7. Once you have your account information set up, then add a new player (your son or daughter)
8. Add the information (name, gender, birthdate) in the popup fields and click "**add**"
9. If there already is a duplicate account of your son or daughter in the affinity system... **call 888.213.3999** and have the affinity support team merge your son or daughter to your parent account.
10. Otherwise... after your son or daughter has been successfully added to your account, click the green "**continue box**"
11. Now click the green "**register box**" next to your son or daughter's name
12. Now select the level of play "**Recreational**"
13. Please update any information you wish to provide but please **enter the emergency contact information**
14. Now click the "**green save & next page box**"
15. Please **read and accept** the concussion information
16. Please **read and accept** the sudden cardiac awareness information
17. Then click the green "**agree & continue**" box
18. On the registration fee page, pick whether you are making a **Full Payment** or using a **Payment Plan**. Then select your method of payment. Please note that you son or daughter cannot be assigned to a team until payment arrangements are made. Once you are selected click continue.
19. Congratulations your registration is now complete.
20. You will hear from your head coach after the player is assigned to a team in August.

If you have any questions or issues with the registration process please feel free to contact the registrar James Leeper at grtysaregistrarboys@gmail.com