

## **Online Registration Steps for Grade 3/4 AND 5/6 Rosters 2018**

Online Registration is the only available method to register your child to play. Manual/Paper registrations are no longer accepted. Payment by credit card at the time of online registration is required.

Visit the KNA Website <http://kna.net.au/>, on the main page click on the button to register for the roster.

OR

Log into MyNetball using the following link:

<https://netball.resultsvault.com/common/pages/reg/welcome.aspx?fl=1&type=1&id=11668&entityid=42251>

Scroll to the bottom of the page and click on Get Started.

### **CAN remember your MyNetball Login ID and Password**

Are you a return user to MyNetball and CAN remember your Login ID (your email address) and Password?

Enter Login ID and Password and click on Login. Select the child you wish to Register and click on Continue. Registration Product screen will appear, there is only one product for you to select, click on Continue. Complete Participant Details (DO NOT Select a T-Shirt Size, Enter School and Grade details eg: Margate 3/4), click on Continue. Correct any errors if necessary and click on Continue. Review your order details, tick the box to indicate you have read and agree to the National T&C's, click on Continue. Enter your Credit Card details and click on Pay Now. Receipt details will be provided and emailed to you.

### **CAN NOT remember your MyNetball Login ID and Password**

Are you a return user to MyNetball and CAN NOT remember your Login ID (your email address) and Password?

Click on Forgotten Login details? Enter your child's First Name, Last Name, your email address and your child's Date of Birth, click on Find. Any matching records will appear. If the name of the child you wish to register appears, click on Reset Password. An Account Recovery and Creation screen will appear with a message advising "A link to reset your password has been sent to \*\*\*\*\*" and requests you follow the instructions in the email. Open your email, follow the instructions and when completed the MyNetball page will appear, click on Click here to login using your new password. Enter your password and click on Login. (or click on Log Out and the Participant Login screen will display, enter Login and Password and click on Login) Your child's record will appear. Under My Forms and Purchases, click on Registration Form, scroll to the bottom of the page and click on Get Started. Enter Login ID and Password and click on Login. Select the child you wish to Register and click on Continue. Registration Product screen will appear, there is only one product for you to select, click on Continue. Complete Participant Details (DO NOT Select a T-Shirt Size, Enter School and Grade details eg: Margate 3/4), click on Continue. Correct any errors if necessary and click on Continue. Review your order details, tick the box to indicate you have read and agree to the National T&C's, click on Continue. Enter Credit Card details and click on Pay Now. Receipt details will be provided and emailed to you.

### **NEW to MyNetball**

If you have not used MyNetball before scroll to the bottom of the page and click on Continue under the heading Don't have a log in ID? Enter the required information and click on Search. You should receive a message stating the details you have entered do not match any existing records, click on Continue. Registration Product screen will appear, there is only one product for you to select, click on Continue. Complete Participant Details (DO NOT Select a T-Shirt Size, Enter School and Grade details eg: Margate 3/4), click on Continue. Correct any errors if necessary and click on Continue. Review your order details, tick the box to indicate you have read and agree to the National T&C's, click on Continue. Enter Credit Card details and click on Pay Now. Receipt details will be provided and emailed to you.

If you have changed your email address since you last accessed MyNetball you will need to contact the Association Secretary by email - [secretary@kna.net.au](mailto:secretary@kna.net.au) – advising your issue and your new email address. You will then be contacted by email by the Association Registrar who will assist you.

***If you have any issues with the online registration process please email the KNA secretary at [secretary@kna.net.au](mailto:secretary@kna.net.au)***