

# How to Register a Team





# 1

## Login to Member Account

If you last registered in CUSA prior to Outdoor 2019, you will need to create an account first, then login.

HOME ABOUT DOCUMENTS & FORMS CALENDAR RESOURCES REFEREES LOGINS

### Calgary United Soccer Association

#### Login

Change Language

Email Email is required

Password Password is required

Login

Don't have an account? [Create one Here.](#)  
Forgot your password? [Reset it Here.](#)

[RAMP InterActive](#) | [Terms of Use](#) | [Privacy Policy](#) | [Refund Policy](#)



# 2

## Team Registration

Select the Team Registration option on the Dashboard.

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Select the appropriate information in the drop down menus.

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Select the team in the drop down menu. If you are a returning team that is changing names, register under the old team name and contact CUSA staff to update the team name as needed. This will ensure the historical information stays with the team.

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### Team Registration

[Register your Team >>](#)

#### Choose a Season

Outdoor 2020 Return To Soccer

#### Choose a Division

Phase 2 - Modified Games

#### Team

Choose



# 3

## Jersey Colours

Your team jersey colours will appear on the website to help teams troubleshoot colour conflicts prior to the game.

If your jersey is striped or patterned, be sure to select the Patterned option.

### Home Jersey

Home Top

|         |   |
|---------|---|
| Solid   | ▼ |
| Solid   |   |
| Pattern |   |



# 4

## Select a Package

A package is like an invoice. Depending on the season and program there will be various packages available.

At minimum, a team deposit package must be selected.

### Choose Your Packages

**Division 5 Deposit**

This package is a required purchase.

\$1,500.00

This deposit payment will remain with your team, ev

**Assistant Referee Div 5**

\$642.60

All teams in non-provincial divisions are required to



# 5

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## Important Information

Reschedule Policy – please ensure your players are aware of the reschedule policy as well.

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Fee payment schedule - We recommend you put these dates in your calendar.

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Misc. Information – Please review all information on this page. It is there because you need to know it.

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### Reschedule Policy

All Fields and Referees are shared with

### Fee Payment Schedule

## Calgary United Soccer Association

### Waivers



# 6

## Questions

If you have any dates that your team is not able to play, please identify them on this page.

Please identify any specific dates your team is unavailable to play etc.

Secondary Contact – If you identify a secondary contact, they will receive communications but they will still be required to register as a team official.

Secondary Contact



# 7

## Team Invitations

This step is optional and can be edited/updated at a later time.

When the league alignment is finalized, the team will be confirmed and anyone on the invitation list will receive an invitation to register at that time.

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### Team Invites

Enter one email address per line for each person you want to send invites to for your team once your team has been activated. Setting the Team Contact for your team.

| Team Contact | Primary Email | First Name |
|--------------|---------------|------------|
|--------------|---------------|------------|





# 8

## Confirm Details and Payment

Review all the information and ensure it is accurate for the current season.

If you will be paying the deposit at a later date, select Cheque as the payment option. Visa, MasterCard and Amex payments can be made online at any time.

### Payment Information

Promo Code

Payment Type

Choose ▼

- Choose
- Cash
- Cheque
- Credit Card

# All Done!

## Check your email for the confirmation

### NEXT STEPS

- Monitor your emails. You will be our only point of contact for your team until player and coach registration begins.
- Ensure your deposit is paid prior to team registration closing. Your registration will not be accepted until payment is made.
- Be sure your players know when player registration begins. Early player registrations cannot be processed.