

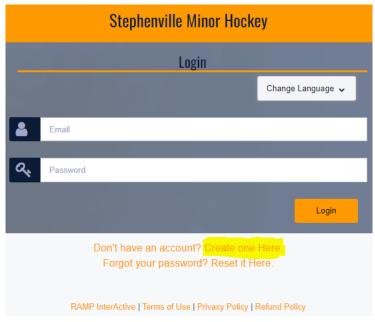
Stephenville Minor Hockey P.O. Box 145 Stephenville, NL A2N 2Y9 Inquiries: stephen villemin or hockey @gmail.com

Payments: smhaacct@gmail.com Registration: smharegister@gmail.com Schedules: smhaschedules@gmail.com www.stephenvilleminorhockey.com

How to register a Player

Stephenville Minor Hockey is switching to online registration. If you do not have access to register your child online, or require assistance, please contact smharegister@gmail.com, and we will arrange a time to meet with you to help you complete registration.

- 1. Go to http://stephenvilleminorhockey.rampregistrations.com/
- 2. If you have not used RAMP before, click on "Don't have an account? Create one Here." If you already have an account, enter your account information and Login, and skip to #5



3. Go to My Family Members, Choose Add a Family Member



- 4. Enter the child's information, choose Continue
- 5. Go to Register, Choose Participant Registration



6. Choose Family Member to Register, verify information is correct.



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- 7. Choose a Division (You will be given the age range for the division when you choose it)
 - a. Note: If you are registering your child in both female and minor, you will have to complete this registration process for both divisions.
- 8. Choose Position Preference
- 9. Choose your Package Continue

Choose Your Packages	С	hoose	Your	Pac	kages
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200.00	
□ 1st	Division RETURNING Player (Minor or Female)
400.00	
□ 2nc	Division (Minor and Female)

- 10. Read the Waivers/Consent/Acknowledgement page, sign at the bottom, check off "I am the Age of Majority or am a Parent/Guardian to the Registrant and Agree to the Terms and Conditions Above" Continue
- 11. Read and update the Hockey Canada Information/Agreement / Waivers Continue
- 12. If you have not submitted a birth certificate to us you will be able to add it here, if you have already given us one, choose Continue
- 13. Enter Parent/Guardian/Emerg. Contact Details, after entering the first one, you can check off I want to add a 2nd Guardian/Parent/Emerg. Contact for this registration. (The email addresses and phone numbers entered here, will be the contact information used for the season, ensure you enter it correctly, and have anyone you want receiving information entered as well) Continue
- 14. Answer Questions section Continue
- 15. Confirm registration details, Choose Payment Type that you plan to use, Submit Registration
- 16. You will now receive an email to the address that you used when creating your RAMP account confirming registration. If you do not receive an email, your child is not registered.
- 17. If you have more than one child to register or are registering your child in more than one division, please go back to step 4. NOTE: If you are registering a 2nd or 3rd child, please add Promo Code: Multi, to apply the multiplayer family discount. This code does not get entered for the 1st child registered and will be removed if entered incorrectly.
- 18. DO NOT SEND PAYMENT AT THIS TIME, WE WILL CONTACT YOU WHEN READY TO TAKE PAYMENTS!!