# MWH Online Registration for Returning Players

#### Introduction

This document describes the online registration process on the Hockey Canada Registry (HCR) for returning MWH players who played at any inter-city level the previous season.

Please note FIRST TIME Pre-novice players will have to send in proof of residency before being able to access this site. Please email <a href="mailto:infocra@mtlwestcra.ca">infocra@mtlwestcra.ca</a> for more information.

### Step 1: Visit the HCR Website

https://registration.hockeycanada.ca/registration/?ID=1910

First Time Visitors User

Step 2a: Create a Hockey Canada Account

If this is your first time using any Hockey Canada site, you will first need to create an account. Click on the link titled "click here to create an account" and answer all the questions to complete the process.

## WELCOME!

You must have an account with Hockey Canada's Online Registration system to be able to register your children into hockey with this association. If you have previously registered children online with Hockey Canada's system for any association, then you can proceed to login with your account below.



If you have not registered any participants in the past with this system, click here to create an account.

## Returning Users

## Step 2b: Log in to your existing Hockey Canada Account

If you already have a Hockey Canada account, sign in using your email and password.



## Step 3: Register a Participant

Click on "Register a Participant"



Fill in the first name, last name, date of birth and gender of the player to be registered and click on "Register"

=2	w participant  new that you have not registered in the past, please enter their information below. Only fill in the "Hockey ID" if you already know the
	y ID. Please fill in their FULL name (without middle names), date of birth, gender, and language and click on "Register".
Hockey ID:	
First Name:	*
Last Name:	*
Date of Birth:	*
Gender: M	*
Language: E	
enotes required inf	formation
gister	

The page will load the matches that correspond to the information entered. Click "Register Now" on the row associated to the player to be registered.

Match(es) found. Please click on the "Register Now" button to register that participant. If the button reads "Unavailable", please contact your association.



Select "Participants" and click "Next".

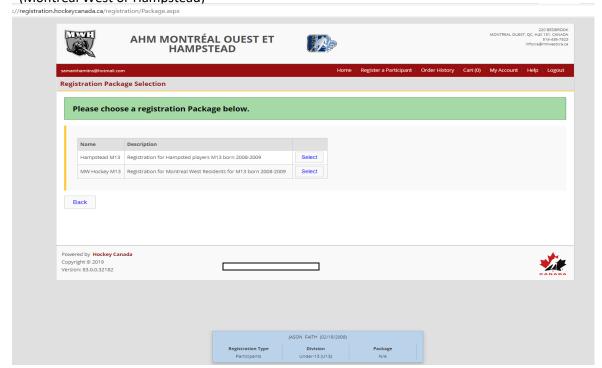


Select the division to register for (there should only be one option) and click "Next"

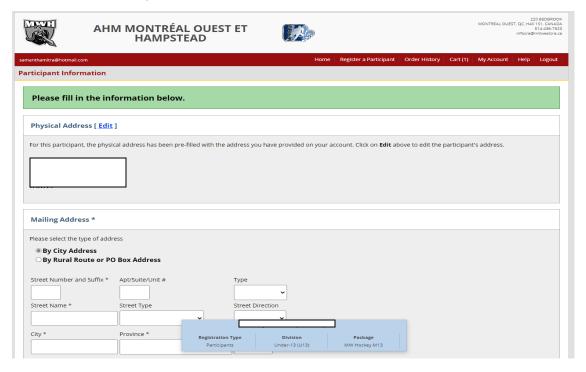


[Grab your reader's attention with a great quote from the document or use this space to emphasize a key point. To place this text box anywhere on the page, just drag it.]

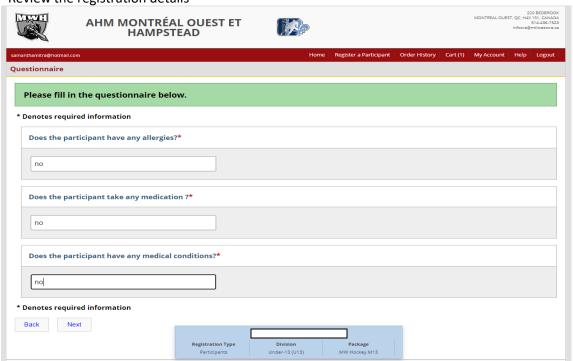
Press "Select" next to the registration package that matches the city you live in. (Montréal West or Hampstead)



You will be presented with a form to confirm and fill out the player's information. Please fill out as much information as possible and click "Next".



#### Review the registration details

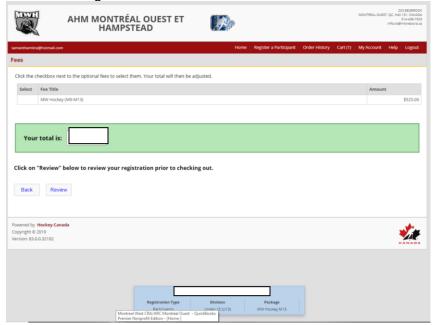


#### Check "I Agree" for waivers

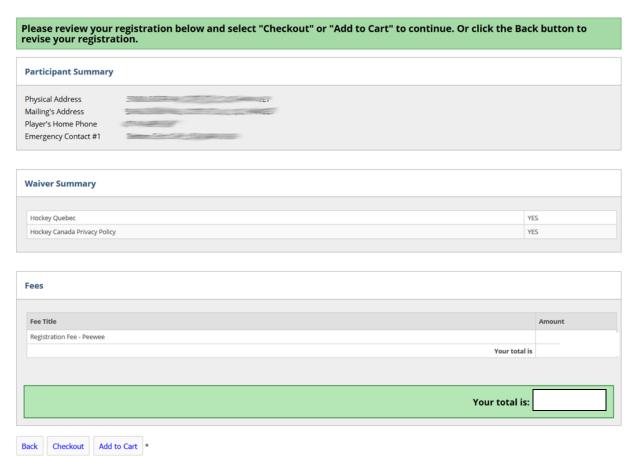
#### Waivers HOCKEY QUEBEC I, the undersigned certify the above information to be true and in consideration of the granting of this certificate to me with the privileges incident thereto, and by signing this certificate I have become subject to the rules, regulations and decisions of Hockey Canada, it's Board of Directors, its Branches and/or divisions which may be restrictive in some areas such as movement from team to team, conduct etc. and I agree to abide by such rules, regulations and decisions of Hockey Canada, its Board of Directors, its Branches and/or divisions. Further, the information requested above is required by Hockey Canada to facilitate hockey programs on behalf of the registrant and Hockey Canada. Hockey Canada will treat this personal information with the utmost respect and in accordance with the Hockey Canada Privacy Policy at all times. Hockey Canada does not sell, trade or otherwise share the information we collect outside our Branches and Associations however we may from time to time use this information for the purposes of offering additional services, promotions, including promotions offered by third parties, and/or hockey specific research. This type of usage of your personal information by Hockey Canada, its Branches and/or associations is entirely at your discretion, should you choose to NOT allow this type of usage please check the box here **☑**I Agree HOCKEY CANADA WAIVER I, the undersigned certify the information to be provided to be true and in consideration of the granting of this registration to me with the privileges incident thereto, and by registering I have become subject to the rules, regulations and decisions of Hockey Canada, its Board of Directors, its Branches and/or divisions which may be restrictive in some areas such as movement from team to team, conduct etc. and I agree to abide by such rules, regulations and decisions of Hockey Canada, its Board of Directors, its Branches and/or divisions. Further, the information to be provided is required by Hockey Canada to facilitate hockey programs on behalf of the registrant and Hockey Canada. Hockey Canada will treat this personal information with the utmost respect and in accordance with the Hockey Canada Privacy Policy at all times. Hockey Canada does not sell, trade or otherwise share the information we collect outside our Branches and Associations however we may from time to time use this information for the purposes of offering additional services, promotions, including promotions offered by third parties, and/or hockey specific research. This type of usage of your personal information by Hockey Canada, its Branches and/or associations is entirely at your discretion, should you choose to allow this type of usage please check the box here: ☑I Agree Next

#### Click on "Review"

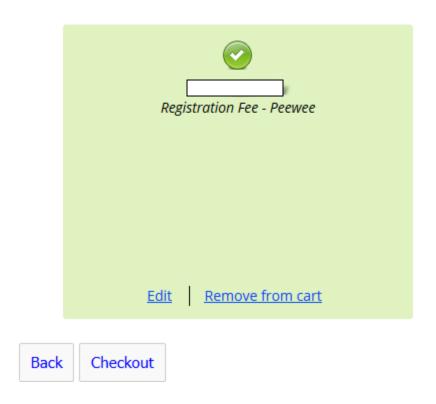
#### Review the registration details



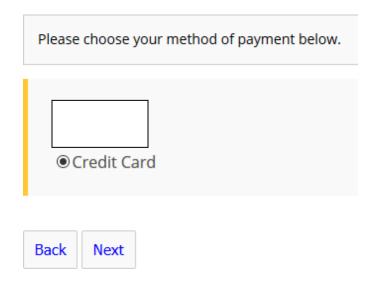
If you have another player you would like to register, press "Add to Cart" and repeat this step. If you have finished adding all the players to be registered press "Checkout".



## **Validation of Shopping Cart Items Prior to Checkout**



Select your payment method and press "Next".



To pay by credit card you fill in the credit card payment form and press "Pay Now".



You are about to make a payment of CAD CAD Hockey Canada		Moestro Masercav VISA VISA OCELT	
Reference: baf08d41- ffc2-4fe6-9188-53c408562fc9		Name Email Address	
Total  Merchant details  Hockey Canada	C\$	Address Line 1  Postcode / ZIP code  Card Number  Security Number	
		Expiry Date MM VYY V	

About us

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Once the credit card transaction is successful you will receive a confirmation email with a receipt attached. You can also print out a receipt from the HCR site.