

EMSA Portal Registration – Club Game Rosters (Competitive)

1. Go to www.emsamain.com
 - a) Click the word “**Login**” (top of page)
 - b) Create an account in the parent’s name if you don’t already have one.
 - This account is similar to TeamSnap – family account with e-mail & password security
 - c) Add your players to your account
 - **Step 2: Address**
 - **Community**
 - Select **EMSA St. Albert** (regardless of recommended)
 - d) **EXISTING PLAYERS**
 - “**Manage People on Account**”
 - Click on edit pencil beside player’s name
 - Change **Community** to **EMSA St. Albert**
2. Select from your Dashboard
 - a) Select player from list (“Register as Player”) or enter the player’s information using “Add a person to this account” (see above)
 - b) **Register a Player** for the player
 - c) **Register a Team Official** to register as a Coach or Team Manager
3. **Select a Season**
 - a) Set to Indoor 2021
4. **Community League Membership #**
 - Leave blank
5. **Question answers**
 - a) “**I want to play with** – Impact
 - b) “**I want to be coached by**” – enter name of your coach
6. **Community**
 - a) Change to **EMSA St. Albert > St. Albert Impact**
 - b) Add reason
7. **Age Category** – if playing up, change to correct age group
8. **Competitive Play** –
 - a) Check “No, I want to play Premier only.”
9. **Program** –
 - a) Program will read U?? (Premier)
10. Complete **Emergency Contact** page
11. Complete **Waivers**
12. **Fees & Payment Options**
 - a) Selecting/changing the Community of Residence to EMSA St. Albert will eliminate all fees
 - b) If asking for money (transfer required)
 - Select “Funding Plan Request” under “Payment Options”
13. **Submit**

If at any time you are having difficulty registering – call the SASA office. Please do not go directly to EMSA.

Thank you for your prompt attention to this very important matter.