

Register ASA

Delete Old www.registerasa.com bookmark

1. Create New: www.registerasa.com
2. Create a profile
 - a. Association: Oklahoma ASA
 - b. Group JO Travel or JO REC
 - c. League: Pick your league or City if not there email JoAnn and she will put in for you
 - d. Select Team Administration
 - e. League Directors select League Administrator
3. A welcome email will come from softball .org
 - a. Check junk mail if you don't get one
4. Log-in
5. Click on Add a New team
6. Fill out information:
 - a. Select 2010 season
 - b. Select individual registration
 - c. Select Fastpitch
 - d. Select your classification
 - e. Select the type of card and insurance you want
 - f. Save information
7. Look at top of page and select Individuals
8. ACE coaches should do their ACE with a Credit card
9. Then select teams
 - a. In the lower white boxes type your team name
 - b. There will be a loading graphic
 - c. Select the team with your name
 - d. Click on add a team member
 - e. Type in lower white box members name
 - f. Select correct member
 - g. Click: player or whatever they are to team in appropriate box
 - h. Save
 - i. Click on add a new member
 - j. Continue until you got your team built
 - k. Click on submit when you are done
10. Create an invoice then print it off
11. Print off your Roster Championship or Standard

More questions: 580-233-0541