

## User Guide for registering as a member to MFSC and to ISV via the Sports TG membership system for the 2020 season.

For the year 2020, all existing and new members must register **AS A NEW MEMBER** for this, the first year of operation of the new membership system. You must use the register as a new person even if you have already registered as a member to ISV in 2020.

To register as a member please use the following link:

<https://membership.sportstg.com/regofrm.cgi?formID=93341>

1. The MEMBERSHIP window will open. Please click the **'Register as a new person'** link.  
*NB if you use any other link for your first registration in the system, you will get an error message. At the end of these instructions, there is information supplied on how to obtain your username for the new system for future use.*



## MEMBERSHIP

 Ice Skating Victoria

1. Choose Type

2. Basic Info

3. Extra Info

4. Summary

I have registered previously and I know my username and password

I would like to request my username and password

Register a new person

Continue

2. The green  button will appear. Click this button.
3. Your Club will be displayed below. Click Next.

Melbourne Figure Skating Club

Next

4. Fill out all fields marked with an \*

Choose Type      **2. Basic Info**      3. Extra Info

---

Legal first name :  \*

Family name :  \*

Date of Birth :  DAY /  MONTH /  YEAR \*

Gender :  \*

Registering As : Misc

5. Click  again

6. In the Extra Info Screen, please fill out any mandatory fields \* in addition to any other information you want to supply

✔ Choose Type

✔ Basic Info

3. Extra Info

4. Summ

Member contact details

Legal Firstname	Harry
Family name	Bloggs
Preferred name	<input type="text" value="Harry"/>
Date of Birth	01/01/2001
Gender	Male
Country of Birth	<input type="text" value="AUSTRALIA"/> ◦
Passport Nationality	<input type="text" value="AUSTRALIA"/>
Telephone Number (Home)	<input type="text" value="0402084521"/>
Telephone Number (Mobile)	<input type="text"/>
Email	<input type="text" value="sadiethomas66@gmail.com"/> ◦

Member street address

Address Line 1	<input type="text" value="1 End Street"/> ◦
Address Line 2	<input type="text"/>
Suburb	<input type="text" value="Footscray"/> ◦
State	<input type="text" value="VIC"/> ◦
Country	<input type="text" value="AUSTRALIA"/> ◦
Postcode	<input type="text" value="3011"/> ◦

7. At the bottom of this screen, are the membership options. Click the option you wish to register with. If registering for a club membership, you must also register with ISV if you are active skater (Senior Skater \$175) and wish to compete (unless you separately registered for ISV earlier in 2020).

Select	Name	Cost
ISV Membership		
<input type="checkbox"/>	Skating (Snr/Jnr) member (Voting) ISV Skating members are those who skate socially, train or compete. It includes an Ice Skating Australia membership portion with insurance coverage.	\$175.00
<input type="checkbox"/>	Non Skating (Snr) member (Voting) ISV Non-skating member aged 16 years and over by January 1st 2020.	\$100.00
<input type="checkbox"/>	Non Skating (Junior) member (NonVoting) ISV Non-skating member under 16 years of age by December 31st 2020.	\$50.00
<input type="checkbox"/>	Associate Aussie Skate member (NonVoting)-ISV Skaters of any age who ONLY participate and/or compete in the Aussie Skate program (up to Free Skate 4).	\$100.00
MFSC Membership		
Yes	MFSC Skating Member MFSC Skating membership	\$40.00

Confirm

8. Click

9. A summary of your membership selection and price is display

✔ Choose Type

✔ Basic Info

✔ Extra Info

✔ Summary

Thank you, we have registered you in **Ice Skating Victoria**.

Your registration is now complete subject to any relevant registration fees .

### Pay now

Invoice Number	Item	Name	Price
1158797556	ISV Membership - Officials/Judges/Coaches (Voting) ISV	Harry Bloggs	\$25.00
<b>Total</b>			<b>\$25.00</b>

### Select your payment method

**Credit Card**

We accept VISA and Mastercard



Secure Payment

10. Click the Credit Card square to process your payment

11. You will receive an email confirming your payment, to the email address you used to register.

12. If you need to re-enter any information you can apply for your username and password as follows:

- a. Click the original Registration link to open the initial membership system screen

**SportsTG** **MEMBERS**

ICE SKATING VICTORIA **Ice Skating Victoria**

1. Choose Type      2. Basic Info      3. Extra Info      4. Summa

NOTE: To complete this process you will need to pay online.

I have played in this Club before and have my username and password

I would like to request my username and password

I am registering to this Club for the first time

- b. Click the second circled option
- c. Type in the email address you used to register and your Username will be sent to you with a link to reset (create) your password.

13. If you registered multiple applicants with the same email address, you will receive the usernames and reset links for all members registered with that email address.