

# NEBO UNITED Registration Information



**Welcome.** We are pleased to have you here and hope you will find the following information helpful to the registration process. **PLEASE READ AND FOLLOW ALL INSTRUCTIONS CAREFULLY.**

## To Register Online:

**FIRST**, prepare a picture of your child to be put into the system:

- I. Take a digital picture of your child (**HEAD shot only**, nothing below the neck). Save it to your computer where you know you will find it.
- II. **Crop & Resize picture.** Do it as follows:
  1. **Right click** on the photo
  2. Open with **Microsoft Office Picture Manager** (OR, similar picture manager on your computer)
  3. **Right click** again and select **Edit Pictures** and then **Crop**
  4. It is quickest and easiest to use the **corner tabs** to move the sides in around the face and then click **OK**
  5. **Right click** again on picture and select **Edit Pictures**, then **Resize**
  6. Select **Custom width x height**; Put in **100 pxls x 120 pxls**
  7. Click **OK**
  8. Click **Save**; Add player name like this: (**Last Name, First Name**) **MUST** appear as on Birth Certificate\*

**SECOND**, If you do not have a credit card, go to the store and buy a pre-paid one. You will be asked to pay the state and district registration fees online. You **CANNOT** skip this step. New state rules, not ours. Your registration will **not** be accepted if you do not make the payment online with a credit card.

### **THIRD**

1. Using **Windows Internet Explorer** enter [www.uysa.nebounited.affinitysoccer.com](http://www.uysa.nebounited.affinitysoccer.com) in the web address browser window.
2. Click on the **Registration** tab across the top. **DO NOT SIGN IN WITH YOUR USER NAME AND PASSWORD AT THIS POINT!!**
3. Click either the **Player Registration** or **Coach / Team Admin. Registration** (depending on who you are registering), then **OPTION 1** (only choose **OPTION 2** IF you have **NEVER** registered with this system online.)
4. Fill out **PARENT Information**, then click Continue.
5. Click **CONTINUE** if the player you are registering for Nebo United is there, **Otherwise click Add a New Player**. Player information **MUST** list name as it is on the Original Birth Certificate\*. **No exceptions.**
6. Click **Register as a Player/Coach** on the right side of each family member that will be registering for Nebo United
7. Click **Do Not Have Assignment Code**.
8. Select the **Play Level**. If you are U15-U18, playing **AAA**, select **Competitive**. If you are U9-U14, playing **AA**, select **District**.
9. On the **Player Information** page, double-check all of the information for accuracy, then do the following 4 things:
  - A. **FILL OUT THE ELEMENTARY SCHOOL YOU LIVE CLOSEST TO, NOT THE ONE YOU GO TO (OR WENT TO)**  
It's for geographic reasons only.
  - B. Type in **Medical Information**, etc., or anything else that is missing.
  - C. **Add the picture** you prepared by doing the following:
    1. On the left, click on the square that says, **Click Here to Upload Photo**.
    2. Under Browse, go to where you saved the picture you prepared and upload it.
  - D. Click **Save**. Click **Continue**.

10. **Electronic Legal Agreement.** Click **I Accept** in both sections on the left. You are releasing the UYSA from any liability in the event your son/daughter is injured while playing soccer, and signing legally binding documents. The documents you sign have always been signed the old-fashioned way. It's just being done electronically now. Then click **Agree** and **Continue**.
11. Make **Payment** with credit card. You **CANNOT** skip this step. If you try to skip this step, your registration will **NOT** be accepted into the UYSA soccer program until you have paid online. If you do not have a credit card, buy a pre-paid one. \$48 for AAA Competition. \$17 for AA District.
12. **Print** and **Submit** all forms to the **Nebo United Registrar**. (Forms 1-3 are available online at [www.nebounited.com](http://www.nebounited.com) )
1. (1)Nebo United Soccer Club **Player Participation Form** (One per player)
  2. (1)Parent/Player **Code of Conduct** (One per player)
  3. (1)Electronic Payment Authorization Form (**EPAF**, green, optional)
  4. (2)**UYSA Participant Registration Form** (*Complete online*)
  5. (2)**Original Birth Certificate**\* (**MUST** provide English translation obtained from [www.utahyouthsoccer.net](http://www.utahyouthsoccer.net) . Select Resources. Download Center. Foreign Translation Form. Print. Translator **CANNOT** be associated with Nebo United Soccer Club. All information will be verified.
  6. **Digital Photo** (HEAD shot only; should be uploaded at the time of registration)
  7. **Payment of Fees** – Cash, Check, or Credit Card are accepted forms of payment. Please make checks payable to **Nebo United Soccer Club**. **Full payment must be received before the player card or uniform will be released for play. NO EXCEPTIONS.**
13. I will have a black file box on my front porch for receiving all necessary registration forms. My hope is that this will make it easier for you to get the forms to me on time as there are late fees that will apply, and we can both be free to live our lives. Still, if you're having problems, need help, or have a question, don't hesitate to contact me. E-mail works best, but I'm not opposed to a phone call either.

Please contact our Treasurer to make payment arrangements

**Nadine Evans**

**Nebo United Treasurer**

[harriedmother@hotmail.com](mailto:harriedmother@hotmail.com)

(801) 465-2416

397 North 600 East

Payson, UT 84651

If you have any questions or problems with the registration process do not hesitate to contact me.

**Nancy Jones**

**Nebo United Registrar**

[nancy.krjones@gmail.com](mailto:nancy.krjones@gmail.com)

(801) 465-2684

480 South 100 East

Payson, UT 84651



**We are United! Nebo United!**