

## Belconnen United FC Self Registration Guide

Please follow the following instructions to register online for our club:

### 1. Login:

- a) Go to the MyFootballClub website: [www.myfootballclub.com.au](http://www.myfootballclub.com.au)
- b) Click on “Register Now”
- c) Select “Player Registration”
- d) Follow the prompts to proceed to login pages, find your FFA number and/or reset your password
- e) Login using your FFA number and password:
  - **FFA Number:**
  - **Password:**

### 2. Start Registration

- a) Once logged in, select “Make a Registration” or “Register Now”
- b) Update contact details if necessary.
- c) On the next screen, enter the club name Belconnen United FC (do this slowly and then select it from the drop down list).
- d) Select the Registration role as: Player  
***NB: If this is the first time you have registered to play football in Australia you will need to confirm whether you played in another country***
- e) Select the correct Registration Package that applies for your registration.
- f) Click the “Add” button.
- g) Click the Next button at the bottom of the screen.
- h) Read and acknowledge the Terms and Conditions then click Next.
- i) Click Add Additional Items if you would like to purchase our Optional Extras, either Kit Package or Bag.
- j) Click on “Pay Now” to pay online with a credit card (VISA or MasterCard), or select “manual Payment at Club”. If you select Manual Payment you will receive an invoice via email with BUFC banking details to deposit via internet banking or over the counter at an IMB branch.  
***NB: Payment must be made before a registration can be accepted. If you need to arrange a payment plan then please email [registration@bluedevelsfc.com](mailto:registration@bluedevelsfc.com)***
- k) Answer the questions on the final page and click the “Save All Answers” button.

Your registration has now been submitted.

### 3. Where do I go if I need help with my registration?

If you have any trouble with your registration you can use the following resources to help you.

- Visit the FAQ’s page on the MyFootballClub website.
- View the Player Registration guides and videos which are on the Resources page of the MyFootballClub website.
- Call FFA Support Centre **(02) 8020 4199** if you are having problems with your password to login.