



Registration Instructions – Renewing Member

Online Registration Instructions 18 and younger age divisions

Junior Age (18 and under) Membership Registration

- Parent/Legal Guardian will need to complete registration in Junior Member's name
- Parent/Legal Guardian will need to electronically sign online waivers
- Parent/Legal Guardian will need to provide their own driver's license number and/or social security number to verify Junior Member's information is correct
- Parent/Legal Guardian with more than one account associated with an email address:
 - for security purposes, USA Volleyball and WebPoint only allow one email address to be specifically associated with one account
 - in the case of an email address already being associated with a USA Volleyball member, Webpoint will add an _# to the additional accounts associated with the original email address
 - Example: Original Member Account has email = Awesome@awesome.net
Additional Member Account under same email = Awesome_1@awesome.net
Additional, Additional Member Account under same email = Awesome_2@awesome.net
- Payment Information – credit card only

Step #1

- Click this [LINK](#) to Renew Membership
- USA Volleyball Login Screen will appear
- Requirements to Login: Username and Password (case sensitive)
- If Username or Password are **unknown**, then proceed to Step #2
- If Username and Password are **known**, the proceed to Step #5

Step #2 – username known, password unknown

- "Forgot Password" – left side of screen
- If Username is known, then supply username, enter validation code, and submit
- Password reset will be sent to the email associated with the username

Step #3 – username unknown

- "Request A Login" – left side of screen



- Supply first name, last name, email address, birthdate (mm/dd/yyyy) zip code, and validation code)
- New username and password will be emailed to the email address supplied

Step #4

- Enter the requested information for the member, then click “Request Login”
- Directions prompting the member to change the password will appear
- Then proceed to Step #5

Step #5

- “Renew Your Membership” – left side of screen
- Complete Username & Password credentials and then click “Log In”

Step #6

- This will bring up the next screen with the member’s information already in the fields

Step #7

- Verify the information and update if necessary
- Verify that the email is current, all correspondence and confirmation will be sent to the email address supplied in registration
- If registering as a junior player, do not select Level of Play
- Click Continue

Step #8

- If unaffiliated with a club - select UNDECIDED *. (tryout juniors, non-club adult personnel)
- If affiliated with a club – select the appropriate club.
- If club not listed, club director needs to contact the Region office to [activate the club](#).
- * Club affiliation can be updated from “undecided” once the member has been officially affiliated with a club
- *Once a club has been chosen, changes can not be made without North Country Region Staff assistance
- Select Junior membership type. Full, Tryout, Upgrade from Tryout, or Outdoor
- Junior players registration requires completion of the Parent/Guardian information
- Do not select coaching or officiating roles unless interested
- Click Submit once completed

Step #9

- Verify information on this page, click “edit” to make any changes
- Donation for USA National Teams and High Performance Teams can be checked
- North Country Region **RECOMMENDS opting in for communications** to stay up to date with USA Volleyball and Region News
- Check the box for USA Volleyball and Region News

Step #10

- Select credit card as payment method and fill in requested information
- North Country Region – USA Volleyball will only accept credit card payment
- Click and read the USAV Waiver & Release of Liability and check box to agree to terms*
- *Open link, checking the box is the electronic signature for this document.
- Click and read the USAV Participant Code of Conduct and check box to agree to the terms*
- *Open link, checking the box is the electronic signature for this document.
- Read the “User Agreement” portion (in red) and check the box to agree to the terms
- **If the member is a minor, use the parent/guardian’s information**
- Checking box is the electronic signature for this document.



- Click “Confirm” to finalize registration.
- **If member is a minor, then enter parents/legal guardian driver’s License or last four digits of Social Security Number.**

Step #12

- Accept the terms of membership with electronic signatures
- **Junior players must have a parent/guardian providing information, as well as accepting the terms of membership on behalf of their child or legal ward**
- Click on the blue “USAV Waiver & Release of Liability.” Check the box to acknowledge the agreement to the waiver. This is accepted as the electronic signature
- **Complete Driver’s License number of the member.** The parent/guardian will complete this information if the member is registering a minor
- Click “Confirm” at the bottom of the page
- Click “Ok” to submit application
- Click “Ok” to confirm the application has been submitted

Step #13

- A confirmation page will appear, read the yellow section near the top of the page.
- This section provides instructions on what to do next, how to print membership card, or update club affiliation.
- **If a Junior Tryout Membership was selected, the card will not print out with a CURRENT status until October 1**
- This confirmation email with paid membership will serve as proof of registration if needed prior to October 1

Step #14

Junior Players ONLY

- Scroll to the next yellow section to find additional documents that are required for clubs that utilize USA Volleyball Secondary Liability Insurance. Medical Release Form and Player Information Form
- Print and bring copies of Membership Card, Medical Release Form and Player Information Form to every tryout and give to your club administration when affiliated with a club

Step #15

- A confirmation email from USAV Webpoint will contain all information pertaining to membership including monies due, login username, password, and options chosen

Step #16

- Membership is not complete until payment is received by North Country Region. A confirmation email will be sent to the member once membership is paid and activated.