

De-Registrations – Club Guide (For Amateur Players)

If a player has requested de-registration follow these instructions

Login through Admin Login to MyFootballClub website - www.myfootballclub.com.au

Viewing and Approving De-Registrations

1. Select “Cancellations” from 2012 Registration menu
2. Use the drop downs to find the player you wish to de-register and then click “Go”
3. Tick the box next to the player you wish to de-register and click “Accept De-Registration”
4. A confirmation message will appear. Click “Yes” to confirm.
5. You will receive a message that the de-registration request is now pending Football West confirmation.

2011 Registration

If the club does not accept the player de-registration it will be automatically approved in seven (7) days.

Monitoring De-registrations

1. Clubs can monitor de-registrations by using the status drop-down box

Search Results

Show All Records
 Gender:
 Adult/Youth:
 Season:
 Football Type:
 Status:
 Role:

☐	FFA No	First Name	Last Name	DOB	Registration Package	Club	Registe	DeReg Status	DeReg Reason
<input type="checkbox"/>	27924505	Emma TTTTTT	High TTTTTTTT	12/07/1982	Mens Registration	FFA Test Club	21/12/20	Requested DeRegistration	Changed Club

Page 1 of 1 < Prev > < Next > Total Records: 1

De-Registration deadline is Friday 29th June, 5pm

FAQ for Clubs

1. How does a club initiate a player de-registration?

Player de-registration should be initiated by the player through MyFootballClub. There is no provision for a club to initiate a de-registration through MyFootballClub. The only instance in which a player de-registration should be initiated by a club is if they wish to de-register a player that has ceased contact with the club. To do this the club must complete and submit a NRR08 Cancellation of Amateur Registration form.

2. Who at the club can approve a player de-registration?

The Cancellations area of MyFootballClub can be accessed by any Club MFC user with an Admin login. Ideally, it should be the Club's MFC Super User who is responsible for managing the process of approving de-registrations.

3. How does a club prevent a player from de-registering?

As per the National Registration Regulations a player de-registration is effective seven (7) days from the date de-registration was submitted unless a Grievance has been initiated by the Club. To initiate a grievance please submit the Request for a Grievance Hearing form to Football West.

4. What is the policy in regards to refunds when a player is moving to another club?

In the case where a player has indicated that he/she will be moving to another club the FFA & Football West fees will be charged to his/her first club and not to any subsequent clubs that the player registers to.

5. What is the policy in regards to refunds when a player is no longer playing football?

If a Player will not be moving to another club and satisfies the requirements for a refund he/she will be entitled to a refund of the FFA and Football West fees. Credits for the FFA & FW registration fees will be processed in bulk and issued to clubs after the de-registration deadline (29th June, 2012). Clubs are responsible for refunding the registration fee to the Player in accordance with its refund policy.

6. How does a club register a de-registered player from another club?

Once a player's de-registration has been approved the player will receive email notification that he/she is free to register with another club and to contact his/her new club to enquire about its registration process.

There are two options for a club to register a de-registered player:

- A) Player Self Registration – the player logs in and registers to his/her new club through MFC
- B) Club Registration – the player completes a NRR11 Supplementary Registration Form and the new club processes the registration through MFC
(The club must be able to provide the NRR11 form if requested by Football West)

Please note that a Player's registration must have been approved and made "Active" by the Club before he/she is eligible to play. A new Proof of Registration card should also have been exported from MFC. It is the responsibility of the Club to ensure all players are "Active" on MyFootballClub in order to be eligible to play.

For more information contact Football West

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