

**Start Here: Go to the MyFootballClub website - [www.myfootballclub.com.au](http://www.myfootballclub.com.au)**

## Retrieving your FFA Number & Password for Individual Login

---

1. Select “Register Now”

2. Select “Player Registration” towards the bottom of the page.



3. You will be given two options:

- I have logged into MyFootballClub and registered online previously
- I have never self-registered or logged into MyFootballClub before

4. If you select the first option you will be directed straight to the login page. If you select the second option you will be given the choice of finding your FFA number or creating a new account if you are completely new to football.

5. If you choose to “Find your FFA number” you will be directed to a page where you will need to enter your name and birth date to find your FFA number. Once you locate your FFA number you will be directed to the Login Page.

6. Back at the Login Page – Select “Need a Password” which will allow you to reset and retrieve a password and enter the system by matching your e-mail address to that already recorded in MFC. The system will send you an automated e-mail with a new password.

7. If you cannot reset your password because your email address does not match click “Validate Account” and enter the required details. If those details match you can provide a new email address to send the log in details to.

**If you need assistance to find your FFA number or retrieve your password- call Football West or the MFC Call Centre in order to log into the system.**

## Updating your Details & Uploading a Photo

---

- Once logged in to MyFootballClub, to **Update your Details** click on **My Details** on the top left of the homepage, then **Edit My Details** and update your personal and contact details as required
- To **Upload a Photo** click on **Add new Image**. Type your name in Subject field then click on **Browse**. Find the photo located on your computer and select **Open** then click on **Save & Exit**. Select **Save My Details** once completed.

**Please ensure images are a recent headshot and appropriate for use on an ID Card. The preferred file format is Jpeg. The maximum file size is 5mb but recommended file size is under 1mb.**

- Remember to always click on **Save My Details** once completed!
- Ensure you keep these details up to date throughout the year.
- You may also Change your Password in this section by clicking **Change Password**

## Where do I go for help?

---

- Call Football West on 9422 6913 or e-mail; [daniel.gibbons@footballwest.com.au](mailto:daniel.gibbons@footballwest.com.au)
- Call the FFA MyFootballClub Support Centre on (02) 8020 4199 or e-mail; [myfootballclub@footballeustralia.com.au](mailto:myfootballclub@footballeustralia.com.au) if you are experiencing difficulty finding yourself on the system or retrieving your password