

1. What is player self-registration via MFC?

Player self-registration is a paperless registration process. A player will be able to log-in to their personal on-line account with MFC, update their personal details (or for new Players create a new account) and apply to register with a Club once selected in a team. A Club will then be able to “accept” or “decline” the player registration.

2. How does a player self-register to a club?

A player can only self-register when the club has completed the season set-up and have valid registration packages to register to. Once a club has enabled self-registration players can go to www.myfootballclub.com.au, click on 2012 Registration and follow the prompts to login and register. On completion of self-registration, the player’s registration will be approved or declined by the club registrar. Players can log onto MFC to view the status of their registration.

3. Can a player pay on-line with a credit card via MFC during the player self-registration process?

MFC offers Clubs the option to activate on-line payments for players self-registering to pay via credit card. MasterCard and Visa are the only credit cards accepted.

4. How can our club encourage players to self-register?

To assist players to self-register, clubs should provide their players with registration information, which could include a self-registration template and instructions on what registration package they should register to. Adaptable self-registration templates are available for clubs to use and can be downloaded from the links below. Also, a great incentive for players to self-register within a given time-frame is for clubs to offer early bird registration at a reduced rate.

5. How can our club control the player self-registration process?

The self-registration process is completely controllable by the clubs. Players can only self-register once the registration packages have been enabled for online self registration by the club. Clubs can also control the use of registration packages by using the Valid From and Valid To, Max Players and Age Groups fields to provide greater customisation. Most importantly, a player’s registration must be ultimately declined or approved by the club so the club still retains ultimate control over the process.

6. How can our club adapt the self-registration process to further suit our needs?

Clubs can also further tailor the process by adding club questions and terms & conditions that the player must accept. The club also has the option to sell additional items (add ons), such as a club tracksuit, while the player is self-registering.

7. How can our club implement photos into the self-registration process?

Photos are required for proof of registration for all players (except SSF players). The simplest way for clubs to comply with these regulations is for players to upload a photo to their profile when registering. It is very simple for a player to upload a photo to his/her profile but there are a few important tips to note: the photo should be in a recognized digital file format (such as jpeg or gif) and the file size should be less than 1MB. Players can also log into MFC at any time to update their personal details, including their photo.

8. Our club is attempting self-registration for the first time, what further assistance is on offer?

Clubs that are attempting self-registration for the first time will benefit from planning and preparing thoroughly. MyFootballClub can provide clubs bulk passwords for their players, which is a list of randomly generated passwords for all their registered players from the previous season. The club can distribute these to their players to enable them to easily log in. Clubs can also obtain further assistance & discuss their self-registration planning in more detail directly with Football West.

9. Where do I go for more information?

Player resources (Videos/Manuals) which is available via www.myfootballclub.com.au under 2012 Registration > Resources
FAQ’s on the MyFootballClub website or FW Website via www.footballwest.com.au under Competitions > Player Registrations
Call Football West on 9422 6913 or e-mail; daniel.gibbons@footballwest.com.au
Call FFA Call Centre on (02) 8020 4199 or e-mail; myfootballclub@footballaustralia.com.au
FFA Call Centre Hours of Operation: Monday – Friday 12 noon - 9 pm AEST

For more information contact Football West

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