



Dear Yarra Jet Families,

Thank-you for registering your interest in playing for Yarra Jets FC this season.

Now the playing season is nearly upon us the next step in the process is to register your intention to play with Yarra Jets on the Football Federation Victoria (FFV) website. On confirmation of enrolment, you are then required to pay the fees outlined below to the club.

The self-registration and payment system is detailed. For this reason the following instructions have been prepared to assist you. Please read through this instruction before commencing the self-registration process.

If you have any problems self registering, please contact your junior club co-ordinator – details shown at the end of the instructions

All players must be registered with the FFV and have paid their club fees prior to playing for the Yarra Jets.

First Step: Registration with FFV

1. Please log onto the MyFootballClub website at www.myfootballclub.com.au.
2. Click on the button "Register Now"
3. Click on the button "Player Registration"
4. On the following page of the website there should be the three following choices:

⑤ **I know my FFA number and I am ready to proceed to a login screen to retrieve my password and/or complete my registration.**

[Click here to proceed to the login pages](#)

⑤ **I have been registered as a player/referee/coach/volunteer before but need to find my FFA number prior to completing my registration.**

[Click here to proceed](#)

- ⑤ I have never been registered before and would like to create an FFA account to commence the registration.

[Click here to create an FFA account](#)

Please click on the appropriate selection for the proposed player and proceed with registration.

The first 2 options relate to returning players to the club or players transferring from another club, while the last option relates to players who have never played before.



If you are a new player please select the last option and create a FFA account before proceeding with registration

Should you need further instructions on how to complete the self-registration, please follow the instructions relevant to your circumstances below.

How to Self-Register

1. Start by clicking here www.myfootballclub.com.au
2. Click on the button 'Register Now'

Note: If you do not know your FFA ID Number, please visit the 'How to Find Your FFA ID Number' section on the FFV website before proceeding. If you have registered with FFV/FFA as a player, coach, referee or volunteer within the last 6 years, you will have an FFA ID Number. Please refrain from creating a new account. Alternatively, if you have not registered as a player, coach, volunteer or referee within the last 6 years, please visit the 'How to Create an FFA ID Number' section on the FFV website before proceeding.

3. At the bottom of the page, click the registration button that applies to you (i.e. click 'Player Registration' if you are registering as a player, click 'Coach Registration' if you are registering as a coach, etc.);
4. Assuming that you have already found or created your FFA ID Number, click 'Click here to proceed to the login pages';
5. Enter your FFA ID Number into the 'FFA No.' field and enter your password into the 'Password' field and then click 'Login';

Note: If you do not know your password, please visit the 'How to Reset Your Password' section of the FFV website.

6. Close any pop-ups that appear and click 'Register Now';

7. Update your personal details. You will not be able to proceed with the registration unless all required fields (indicated by an asterisk) have been filled;

Note: If you are a junior player (turning 12-18 years of age during the current season) a photo must be uploaded to MyFootballClub. A photo may be added during or after performing the registration process. Please visit the 'How to Upload a Photo' section of the FFV website for instructions on how to upload a photo.

8. Once you have updated your personal details and added a photo (ie. U12-U18 competitions) please scroll to the bottom of the page and select 'Proceed with Registration';

Note: If a warning message pops up, please close this window and continue with the registration.

9. In the 'Begin Typing Club Name...' field, begin to type 'Yarra Jets FC'. A drop-down menu will appear, from which you should be able to select the club name 'Yarra Jets FC';

10. In the 'Select Registration' field, select your registration type (player);

Note: If the 'Select Registration' menu cannot be selected, please check the club name you have entered.

11. In the 'Select Registration Package' field, select the registration package that corresponds to your team. These registration packages can vary depending on the way the club you are registering for has set them up;

Note: Registration packages are team dependant and do not necessarily correspond with your age. This will mainly apply to players who are playing up. Typically this may mean a player who is still eligible for SSF and plays in an under 12 team will register as an under 12 player. This will not affect their position on their current team.

12. Once you have selected the correct registration package, click 'Add Packages' and then in the bottom right hand corner, click 'Next';

13. The following page is terms & conditions. If you agree to the terms and conditions please tick the box at the bottom (acknowledge all) and then select NEXT.

14. **Sibling Discounts:** On the following page the club has set up an additional item which relates to sibling discount. Should this registration be a second and subsequent sibling from your family, please tick this box. The system will automatically deduct \$50 from your registration.

15. To finalise your registration, scroll to the bottom of the page and click 'Invoice Me'. An invoice will be sent to the email that you entered into the 'Personal Details' section of your registration to confirm your registration;

16. **Health Care Cards:** Eligible families may wish to claim a \$50 fee deduction. Prior to paying registration fees, please contact Jane McMahon on player-registrations@yarrajetsfc.org.au or call her on 0402 253 055 to arrange an HCC fee discount. All personal information provided will be either returned or destroyed.
17. To finalise your registration, scroll to the bottom of the page and click 'Manual payment to the club' (online fee payment is not available). An invoice confirming your registration will be sent to the email address that you entered into the 'Personal Details' section of this registration.

Congratulations, you are now registered with the FFV, now please proceed to the second step!



Please ensure that if you are an under 12-18 player that you have uploaded a photo when registering. All players in this age group require photo identification in order to play.

Second Step: Pay Yarra Jets fees

Once players are registered on the MyFootballClub website they then need to pay Yarra Jets. The fees to be paid for each player depend on the age of the child.

Yarra Jets FC junior player fees are as follows:

Players Age*	Full Returning Player First Child	Full First Year with Jets First Child
Under 5 - Under 8 years (Saturday only program)	\$225	\$225
Under 9 - Under 11 teams	\$300	\$350
Under 12 – Under 18 teams	\$400	\$450
Healthcare Card - deduct \$50 per family		
Sibling Discount - deduct \$50 for second and subsequent child		

***The FFV registration process will have identified which age group your child is in, based upon their team selection.**

Please pay fees by Electronic Funds Transfer/Direct Deposit to the following bank account:

Bendigo Bank: Queens Parade, Clifton Hill, 3068

BSB: 633-000 **Account Number:** 134808880

Club Name: Yarra Jets J.F.C Inc

Receiver Reference: It is vital to include an accurate reference to ensure the correct player is credited with your payment. Please provide Gender, Age group and Players surname, as a payment reference, for example: G12Campbell (for Mia Campbell in Girls U12 team).

If you have difficulty paying by EFT or Direct Deposit, please contact the Treasurer at treasurer@yarrajetsfc.org.au to arrange alternative payment by either cheque or mail order. The club will not accept cash.

It is important to note that a player will need to be both registered with FFV and have paid their fees with Yarra Jets in order to play for the club.

Should you have any difficulties with any part of this process please contact your junior club co-ordinator as detailed below.

Playing Category	Name	Contact
Girls U5-8	SSF Co-ordinator	ssf@yarrajetsfc.org.au
Girls U9-12	Gary Martin	u9-u12girls@yarrajetsfc.org.au
Girls U13-16	Simon Nelson	u13-u16girls@yarrajetsfc.org.au
Boys U5-8	SSF Co-ordinator	ssf@yarrajetsfc.org.au
Boys U9-12	Will Lay	u9-u12boys@yarrajetsfc.org.au
Boys U13-16	Jane McMahon	u13-u16boys@yarrajetsfc.org.au