

# Registering Your Player on USA Hockey

**Step 1: Go to the USA Hockey Registration website at [www.usahockeyregistration.com](http://www.usahockeyregistration.com)**



Figure 1: Home Page for USA Hockey Registration

**Step 2: Click on the "Ice Players & Coaches" button**



Figure 2: Click on "Ice Players & Coaches"

### Step 3: Local Program Confirmation

Triboro Youth Hockey participates in USA Hockey's online process. Every player, regardless of age, must register. Check off the box (by clicking into it) where indicated, then press the "Continue" button.

For USA Hockey questions, email [memberservices@usahockey.org](mailto:memberservices@usahockey.org) or call 1-800-566-3288 ext 123

To contact customer support regarding the online registration process email [support@active.com](mailto:support@active.com) or call 1-877-228-4881 ext 2, select 3

Any other questions, email or call your local program.

**USA HOCKEY ICE PLAYER/COACH ONLINE REGISTRATION**

**CONFIRM THAT YOUR LOCAL PROGRAM IS PARTICIPATING BEFORE YOU CONTINUE.**

STEP 1: Complete this online registration process, and you will receive a confirmation page that confirms you are registered with USA Hockey and your Affiliate.

STEP 2: Bring your confirmation page to your local program or email it to their designated representative to be claimed by a program and placed on a team. This step is required to ensure that all USA Hockey benefits are in place.

*\*You must be 18 years or older to participate in Online Registration. If you are not 18 years of age or older, a parent or guardian must complete this process on your behalf*

I am currently 18 years of age or older:

(\* INDICATES REQUIRED INFORMATION)

[▶ CONTINUE](#)

Click in the box so that the check mark appears, then press the Continue button.

Figure 3: Click in the indicated box, press "Continue"

### Step 4: Shows the applicable fee(s) for participation in USA Hockey

Click "Continue".

For USA Hockey questions, email [memberservices@usahockey.org](mailto:memberservices@usahockey.org) or call 1-800-566-3288 ext 123

To contact customer support regarding the online registration process email [support@active.com](mailto:support@active.com) or call 1-877-228-4881 ext 2, select 3

Any other questions, email or call your local program.

**Ice Players & Coaches Online Registration**

Step 1: Season > Step 2: Select Who You are Registering > Step 3: Registrant Information > Step 4: Checkout

**2009-10 Season Registration**

Valid May 1, 2009 - April 30, 2010

The USA Hockey Registration fee is \$30 per person (exception, birthyear 2003 or later).  
If a participant plays and coaches he/she pays only one registration fee.  
Affiliate fee (if applicable) varies by Affiliate.

[Continue ▶](#)

Click Continue to go to next step.

Figure 4: Click "Continue"

## Step 5: Select Who You Are Registering

In almost every case, the selection will be “A Child Family Member (Under 18)”. Click the appropriate radiobutton, then click “Continue”.

For USA Hockey questions, email [memberservices@usahockey.org](mailto:memberservices@usahockey.org) or call 1.800.566.3288 ext 123

To contact customer support regarding the online registration process email [support@active.com](mailto:support@active.com) or call 1.877.228.4881 ext 2, select 3

Any other questions, email or call your local program.

### Ice Players & Coaches Online Registration

Step 1: Season > **Step 2: Select Who You are Registering** > Step 3: Registrant Information > Step 4: Checkout

2009-10 (Valid May 1, 2009 - April 30, 2010)

Select Who You Are Registering: \*

- Myself
- A Child Family Member (Under 18)
- An Adult Family Member (18 and over)
- An Adult Non-Family Member

(\* INDICATES REQUIRED INFORMATION)

▶ CONTINUE

Click "Continue" to go to the next step

Click the appropriate radiobutton first

Figure 5: Click radiobutton first, then "Continue"

## Step 6: Participant Information

Enter in all appropriate participant information and parent information (where fields with a red asterisk \* indicate required information), then “Continue to Checkout”

For USA Hockey questions, email [memberservices@usahockey.org](mailto:memberservices@usahockey.org) or call 1-800-566-3288 ext 123

To contact customer support regarding the online registration process email [support@active.com](mailto:support@active.com) or call 1-877-228-4881 ext 2, select 3

Any other questions, email or call your local program.

### Ice Players & Coaches Online Registration

Step 1: Season > Step 2: Select Who You are Registering > **Step 3: Registrant Information** > Step 4: Checkout

Please answer the following questions for the person you are registering.

Participant Information (* INDICATES REQUIRED INFORMATION)	
First Name: *	<input type="text"/> Please use legal name, not nickname.
Middle Initial	<input type="text"/>
Last Name: *	<input type="text"/>
Birthdate: *	MM <input type="text"/> DD <input type="text"/> YYYY <input type="text"/>
Gender: *	<input type="radio"/> Male <input type="radio"/> Female
Citizenship: *	<input type="radio"/> USA <input type="radio"/> CAN <input type="radio"/> Other
Address 1: *	<input type="text"/>
Address 2	<input type="text"/>
City: *	<input type="text"/>
State: *	<input type="text"/>
ZIP Code: *	<input type="text"/>
Country: *	<input type="text"/>
Canadian Postal Code:	<input type="text"/> Canadian Postal Code required for non USA residents only.
Participant Email(Optional)	<input type="text"/>
Parent1 Information (Required)	
Parent First Name: *	<input type="text"/>
Parent Last Name: *	<input type="text"/>
Relationship: *	<input type="radio"/> Mother <input type="radio"/> Father <input type="radio"/> Guardian
Email Address: *	<input type="text"/>
Repeat Email Address: *	<input type="text"/>
Primary Phone: *	<input type="text"/>
Secondary Phone	<input type="text"/>
Would you like to make a \$5 tax deductible donation to the USA Hockey Foundation? *	<input type="radio"/> Yes <input type="radio"/> No <a href="#">What is the USA Hockey Foundation?</a>
Parent2 Information (Optional)	
Parent First Name:	<input type="text"/>
Parent Last Name:	<input type="text"/>
Relationship:	<input type="radio"/> Mother <input type="radio"/> Father <input type="radio"/> Guardian
Email Address:	<input type="text"/>
Waiver	
Waiver of Liability, Release Assumption of Risk & Indemnity Agreement (executed during online registration)	
It is the purpose of this agreement to exempt, waive and relieve releasees from liability for personal injury, property damage, and wrongful death, including if caused by negligence, including the negligence, if any, of releasees. "Releasees" include USA Hockey, Inc., its affiliate associations, local associations, member teams, event hosts, other participants, coaches, officials, sponsors, advertisers, and each of	
I Accept: *	<input type="checkbox"/>
Enter Your Initials Here: *	<input type="text"/>
(* INDICATES REQUIRED INFORMATION)	
<a href="#">CONTINUE TO CHECKOUT</a>	

Make sure all required fields are filled out

Make sure you accept the Waiver of Liability and enter your initials, then click on "Continue To Checkout"

Figure 6: Registrant Information Page

## Step 7: Checkout Page

This will show your “cart summary”. Verify the data for the registrant, click that the “information is correct”, then click “Continue” (or if there are multiple players, click “Register Someone Else”)

For USA Hockey questions, email [memberservices@usahockey.org](mailto:memberservices@usahockey.org) or call 1.800.566.3288 ext 123

For USA Hockey InLine questions call 1.800.566.3288 ext 134

To contact customer support regarding the online registration process email [support@active.com](mailto:support@active.com) or call 1.877.228.4881 ext 2, select 3

Any other questions, email or call your local program.

### USA Hockey Online Registration

Step 1: Season > Step 2: Select Who You are Registering > Step 3: Registrant Information > **Step 4: Checkout**

**CART SUMMARY & DATA VERIFICATION**

Joe Hockeyplayer [▶ EDIT](#) [▶ DELETE](#)

**Birthdate:** Dec 1, 1999

Ice Player and/or Coach

I confirm the above information is correct.\*

USA Hockey Cost	\$30.00
Affiliate Cost	\$5.00
Affiliate Name: Massachusetts Hockey	
<b>Total</b>	<b>\$35.00</b>

[▶ REGISTER SOMEONE ELSE](#) [▶ CONTINUE](#)

For each participant, in most cases, you will see the \$30 USAH cost and the \$5 MASS Hockey cost

Verify all data, click to "confirm", then either "Register Someone Else" (if multiple players) or just click "Continue"

Figure 7: Verify and Checkout

## Step 8: Credit Card Information

Fill out all appropriate information, then click “Pay Now”

USA Hockey  
Online Registration

Step 1: Season > Step 2: Select Who You are Registering > Step 3: Registrant Information > **Step 4: Checkout**

**BILLING INFORMATION**

Cardholder Name: <sup>*</sup>	
Exactly as it appears on the credit card being used	
Credit Card Type: <sup>*</sup>	
Credit Card Number: <sup>*</sup>	
With no dashes or spaces	
Credit Card Exp. Month: <sup>*</sup>	
Credit Card Exp. Year: <sup>*</sup>	
No Refund Policy: <sup>*</sup>	<input type="checkbox"/> I understand that USA Hockey has a no refund policy.
Address 1: <sup>*</sup>	
Address 2	
City: <sup>*</sup>	
State: <sup>*</sup>	MA
ZIP Code: <sup>*</sup>	
Country: <sup>*</sup>	USA
Canadian Postal Code:	
Canadian Postal Code required for non USA residents only.	
(* INDICATES REQUIRED INFORMATION)	

Be sure to open the link to your confirmation page on the next screen. Allied Members will not see a link, but will receive an email message.

By submitting this information, you agree to the terms of the USA Hockey privacy statement which can be viewed [here](#). If you do not agree to the terms, please click the Cancel button.

**CANCEL** **PAY NOW**

Fill in all required information, then click on "Pay Now"

Figure 8: Billing Information

## Step 9: Registration Confirmation

A confirmation page appears showing the registrant for the appropriate season. **MAKE SURE TO CLICK AND OPEN THE REGISTRATION PAGE, PRINT IT OUT, AS WELL AS SAVE IT TO YOUR COMPUTER'S HARD DRIVE. FINALLY, YOU MUST EMAIL THE USA HOCKEY REGISTRATION NUMBER (THAT IS SHOWN ON THE FORM) TO THE TRIBORO YOUTH HOCKEY REGISTRAR.**

The screenshot shows the USA Hockey website's registration confirmation page. At the top is a navigation bar with the USA Hockey logo and five menu items: YOUTH, ADULT, COACHING, REFEREE, and INLINE. Below the navigation bar is a sidebar with four buttons: 'Request an additional confirmation page', 'Update your Email Address', 'Membership Benefits', and 'Shop USA Hockey'. The main content area is titled 'REGISTRATION CONFIRMATION' and contains the following text:

Be sure to open the link to your confirmation page below. Allied Members will not see a link, but will receive an email message.

- Ice Players and/or Coaches: Open the file below and print the page or save the file to your hard drive. You must take or email this page to your local program(s) so they can complete your registration to allow you to participate in on-ice activities and to ensure that all USA Hockey benefits are in place. You may go online and request an additional copy of this page at any time.
- Inline Players, Coaches, and/or Officials : Open and print the file below or save to your hard drive. This document provides a permanent record of your registration for the season and can be used as proof of registration.
- Ice Officials: Open and print the file below or save to your hard drive. This document provides a permanent record of your registration for the season.

Registrant: **Joe Hockeyplayer**  
Category: Ice Player and/or Coach  
Season: 2009-10  
Confirmation: [CLICK HERE TO OPEN AND PRINT](#)

At the bottom of the main content area is a 'CONTINUE' button. A red callout bubble points to the 'CLICK HERE TO OPEN AND PRINT' link with the text: 'Make sure you (1) click to open the confirmation file, (2) print it for your records, (3) save it to your computer's hard drive.' A blue callout bubble points to the 'CONTINUE' button with the text: 'Click Continue when done'.

For USA Hockey questions, email [memberservices@usahockey.org](mailto:memberservices@usahockey.org) or call 1.800.566.3288 ext 123


To contact customer support regarding the online registration process email [support@active.com](mailto:support@active.com) or call 1.877.228.4881 ext 2, select 3

Figure 9: Registration Confirmation

## Step 10: Registration Receipt

This receipt should be kept for your records by printing it and saving it to your computer's hard drive. In order for your player to be allowed on the ice for the upcoming season for Triboro Youth Hockey, you MUST email it to the Triboro registrar at [registrar@triboro.org](mailto:registrar@triboro.org). For liability and insurance purposes for the player and Triboro Youth Hockey, **NO PLAYER WILL BE ALLOWED ON THE ICE UNLESS THE REGISTRAR HAS PROOF OF INSURABILITY THROUGH THIS FORM AND THE CONFIRMATION NUMBER ON THE FORM. THERE ARE NO EXCEPTIONS.**

**WELCOME TO USA HOCKEY**  
**TAKE THIS RECEIPT TO YOUR LOCAL PROGRAM TO COMPLETE YOUR REGISTRATION**  
**2009-10 SEASON**  
(Valid May 1, 2009 - April 30, 2010)

 Registration Information: ice hockey player Birth Year - 1999  
Registration Category: ice Player  
Date of Registration: 5/22/2009  
Amount Paid - USA Hockey: \$30.00  
Amount Paid - Massachusetts Hockey: \$5.00

**Confirmation #: 142000661HOCKE**

**142000661HOCKE**

**Waiver of Liability, Release Assumption of Risk & Indemnity Agreement (executed during online registration)**  
It is the purpose of this agreement to exempt, waive and relieve releases from liability for personal injury, property damage, and wrongful death, including if caused by negligence, including the negligence, if any, of releasees. "Releasees" include USA Hockey, Inc., its affiliate associations, local associations, member teams, event hosts, other participants, coaches, officials, sponsors, advertisers, and each of them, their officers, directors, agents and employees. For and in consideration of the undersigned participant's registration with USA Hockey, Inc., its affiliates, local associations and member teams (all referred to together as "USAH") and being allowed to participate in USAH events and member team activities, participant (and the parent(s) or legal guardian(s) of participant, if applicable) waive, release and relinquish any and all claims for liability and cause(s) of action, including for personal injury, property damage or wrongful death occurring to participant, arising out of participation in USAH events, member team activities, the sport of ice hockey, and/or activities incidental thereto, whenever or however they occur and for such period said activities may continue, and by this agreement any such claims, rights, and causes of action that participant (and participant's parent(s) or legal guardian(s), if applicable) may have are hereby waived, released and relinquished, and participant (and parent(s)/guardian(s), if applicable) does so on behalf of myself and participant's heirs, executors, administrators and assigns. Participant (and participant's parent(s)/guardian(s), if applicable) acknowledge, understand and assume all risks relating to ice hockey and any member team activities, and understand that ice hockey and member team activities involve risks to participant's person including bodily injury, partial or total disability, paralysis and death, and damages which may arise therefrom and that I/we have full knowledge of said risks. These risks and dangers may be caused by the negligence of the participant or the negligence of others, including the "releasees" identified below. These risks and dangers include, but are not limited to, those arising from participating with bigger, faster and stronger participants, and these risks and dangers will increase if participant participates in ice hockey and member team activities in an age group above that which participant would normally participate in. I/we further acknowledge that there may be risks and dangers not known to us or not reasonably foreseeable at this time. Participant (and participant's parent(s)/guardian(s), if applicable) acknowledge, understand and agree that all of the risks and dangers described throughout this agreement, including those caused by the negligence of participant and/or others, are included within the waiver, release and relinquishment described in the preceding paragraph. I/we agree to abide by and be bound under the rules of USA Hockey, including the By-Laws of the corporation and the arbitration clause provisions, as currently published. Copies are available to USA Hockey members upon written request. Participant (and participant's parent(s)/guardian(s), if applicable) acknowledge, understand and assume the risks, if any, arising from the conditions and use of ice hockey risks and related premises and acknowledge and understand that included within the scope of this waiver and release is any cause of action (including any cause of action based on negligence) arising from the performance, or failure to perform, maintenance, inspection, supervision or control of said areas and for the failure to warn of dangerous conditions existing at said risks, for negligent selection of certain releasees, or negligent supervision or instruction by releasees. If the law in any controlling jurisdiction renders any part of this agreement unenforceable, the remainder of this agreement shall nevertheless remain enforceable to the full extent, if any, allowed by controlling law. This agreement affects your legal rights, and you may wish to consult an attorney concerning this agreement. Participant (and participant's parent(s)/guardian(s), if applicable) agree if any claim for participant's personal injury or wrongful death is commenced against releasees, he/she shall defend, indemnify and save harmless releasees from any and all claims or causes of action by whomsoever or wherever made or presented for participant's personal injuries, property damage or wrongful death. Participant (and participant's parent(s)/guardian(s), if applicable) acknowledge that they have been provided and have read the above paragraphs and have not relied upon any representations of releasees, that they are fully advised of the potential dangers of ice hockey and understand these waivers and releases are necessary to allow amateur ice hockey to exist in its present form. Significant exclusions may apply to USA Hockey's insurance policies, which could affect any coverage. For example, there is no liability coverage for claims of one player against another player. Read your brochure carefully and, if you have any questions, contact USA Hockey or a District Risk Manager. 1W Rev 1/03

Previously Registered code if no internet connection: 18128800

Either the entire form, or the USA Hockey CONFIRMATION NUMBER, needs to be emailed to registrar@triboro.org in order for the player to be allowed to be on the ice for the upcoming hockey season.

Figure 10: Confirmation Number to be sent to registrar@triboro.org