

## Welcome to our Online Registration program!

**IMPORTANT: If you are a returning family member, you must begin by using the email address that we have on file and to which we send you emails. You can change it later, if you wish.**

**If you are a new family, enter only your email and a password will immediately be sent to you. You can change that password later.**

The registration process is two-fold: registering and payment processing. When you have registered one player, you will have a choice to register a second player or to pay by credit card.

Once you have finished registering your player(s), proceed to payment processing. You can use either Visa or Mastercard.

Please note that if you do not pay for the program, your registration will be deleted within 10 days and your player will not be rostered by the commissioner.

### **Finishing Touches**

After payment, you will receive two emails immediately. One is from NCBBSB entitled "NCBBSB Payment Receipt" providing you with a receipt for your payment. The second is from also from NCBBSB confirming your player's registration in a program we offer.

### **Residency**

For our **Spring, All-Star, Summer Travel & Fall Ball** Programs: The player being registered MUST be a full-time resident of New Canaan. Every player that registers in our programs will be examined for residency. Where there is a question, you may be asked for several supporting documents for proof of residency. New Canaan residency is a requirement both for our Babe Ruth/Cal Ripken League qualifications and for insurance on your player. Families who work within the NC Public School system whose children attend our public schools may register their children for our baseball & softball programs through age 12, except for our All-Star programs. If you have any questions about your eligibility for our baseball program, please contact us through the FEEDBACK tab and someone will reply shortly to help you.

For selected **Fury** Programs, we have a few spots on each team that might be filled by out of town players, provided that there is room on the team roster and the player fills a position need for that team. The final decision to include an out-of-town player on any Fury team is made by New Canaan Baseball based on pre-established limits.

### **Playing Up**

NCBBSB has a clear policy on "playing up" that is outlined on our "Documents" page. If, after reading this policy, you would like your player to be considered for playing up, please register him/her in the program for their correct age. The last question at registration asks for GENERAL COMMENTS and this is where you make your request to have your player in another age division. The commissioner for your player's program will contact you.

### **Field Use Fee**

Beginning in 2012, the New Canaan Parks and Recreation department is requiring a \$20.00 per player fee from all sports organizations within this town that use the New Canaan sports fields. The Bantam 6 & 7 players use the Country School fields and are not subject to this fee. For New Canaan Baseball/Softball, this fee will be included as a separate line on your registration bill, if you are in the baseball program for age 8 and up or in any of the softball programs. You will only be charged this fee one time per year, even if you register for several seasons.

## **Donations**

Toward the end of the registration process, you may be asked for a donation. Our registration fees cover the cost of uniforms, insurance, new equipment, umpires and tournament fees. We rely on your contributions to maintain and improve our fields and for scholarships. We appreciate any support you can give.

## **Financial Assistance**

NCBBSB is committed to ensuring that all players who want to play do play. There is a section during the registration process asking if you would need financial help this season. Follow the instructions and a reply will be sent within a few days, in time before the 10 day deadline for completing the payment portion.

At this time, we offer scholarships on our Spring, Summer Travel, Fall Ball and our Fury programs.

## **Cancellation Policy**

All requests for refund must be notified to the registrar through the FEEDBACK tab immediately.

For spring, summer & fall ball seasons, cancellations occurring after uniform handout will incur a 50% cancellation fee. Cancellations after the 2nd game will not be refunded. Cancellations due to injury will be handled on a case by case basis.

For the Fury and All-Star programs, cancellations and requests for refund are generally not possible. Establishing a travel program team is time consuming for the directors, especially after extensive recruitment and evaluation periods. Once registered and paid, cancellations are always detrimental to the program for the other players. Cancellations due to injury, may be prorated based on any games remaining for the team, but the initial deposit, uniform costs and evaluation period & training costs are not prorated. A note from the doctor will be a prerequisite before any prorated refund will be discussed. Please refer to each program's description for an understanding of deadlines for cancellation. Our Fury and All-Star Programs are serious endeavors and for the elite player, can advance their skills dramatically. Please be sure your player has the time before registering for our Fury Programs.

## **Coaching & Assistant Coaching**

Registering as a coach is now separate from registering your player. You will be asked if you would like to be a head coach or assistant for your player and his team during the player registration process. Please consider volunteering your time. We are always looking for good coaches for our program. If you decide that you would like to coach, head back to REGISTER ONLINE and select the COACHING registration option.

## **Kindly note**

- 1.) This webhost uses the term parent and guardian to mean the same thing.
- 2.) Please register your player under the name on the birth certificate.
- 3.) The system works best when you place the player's family email in the email box, and put the father's email in Guardian 1 and the mother's email separately in Guardian 2.
- 4.) Since your typed entries will automatically be included in the roster, the volunteers administering this data would appreciate your using correct "first letter" capitalization for personal information, so that it does not have to be corrected before official posting to League Headquarters (i.e., Thomas Carter, etc.).

Any questions along the way, please don't hesitate to email the registrar via the Feedback page.