

The CGLA registration system is now open for the 2017 Season.

Please follow these helpful hints to put each team in the system. **ONLY the admin** can perform this task!

1. Click on Team registration on the left side bar
2. Register Team
3. Continue
4. Sign in with your email and password or create a new account (if you are new!)
5. On the next page verify your (the club administrator's) information /submit
6. The next page is titled Supplemental Information – this is the team registration form
7. The first block says Team Name: PUT club name/Age division/Coach's last name
  1. Example: DLC U 13 Gold Shelanski (if you do not know the coach's name put TBD)
  2. Need the coach's cell number
  3. Email address needs to be the one the coach will use Friday night/Saturday morning to check game status/officials
  4. Completed
  5. Register another team button. Each team is registered separately. Make sure to hit submit.

**PLEASE have the following information on hand before you start inputting the information:**

1. Coach's cell number
2. Coach's best email address
3. 2016 record from the past season plus jamboree and CGLA Tournament.
4. **What division – this will be difficult to change once you determine and the schedule crafting has begun.** Criteria is on the website. Email Kate if you need help.

Good Luck.

Email me if you have any problems or questions....

Cheers

Kate