

Lincoln Glen Little League - New Online Registration!

Online Registration Instructions:

1. Go to our website - <http://www.lincolnglenbaseball.com/index.php>
2. Click on the registration menu item and then click the “Register Online” button
 - a. This will take you to the start of the registration process Welcome Page
 - b. PLEASE READ THROUGH THE WELCOME PAGE INSTRUCTIONS
3. All parents will have to create an account since we are now offering online registration with Active. Even if you are a returning player, you will have to create an online account

Returning Users

Email *

Password *

[Forgot my password](#)

Login

OR

New Users

Create Account

[? Why do I need to create an account?](#)

4. All players will be considered new to the organization, please click “Skip” to proceed to account creation.

New Account Creation

STEP 1 2 3

Has anyone in your family participated with this organization in the past? This first step will locate existing records so that you don't have to enter the information again.

Find Existing Player(s)

Player First Name *

Player Last Name *

Birth Date * 1-Jan Day Year

Mother's Bday (MMDD) *

Home Phone * () - -

Skip Find

5. Then click “Registering a youth in my family” and click “Next”.



We did not find any existing participant information.

Please tell us what you will be registering for:

Registering a youth in my family.

Registering myself or another adult in my family.

6. Fill out all of the fields required for the “New Account Creation Process”. This involves entering in the primary guardian info, secondary guardian info, as well as all family members. You will also create a user email and password which will be your login in for seasons to come as well as the way you check your child’s registration status.
REMEMBER YOUR LOGIN AND PASSWORD AND BE SURE TO WRITE IT DOWN SOMEWHERE. When finished click “Next”.
7. Verify your information is correct and click “Next”
8. You will be brought to “Your Account” page

- Click the “Register” button next to the family member you want to register

Account Members

Member	Relation	
TOM TEST	Primary Guardian	Register
TOMMY TEST	Family Member	Register

- Select the program you are signing your child up for by clicking the yellow “Add to Cart” button.

▼ All Programs

Activity	Description	Cost	
U6 - U19 Recreational: Fall 2008	This is our CYSA Division 4 recreational program for players aged 4 - 18. The cost is \$100 before September 1st and \$110 after.	\$100.00	Add to Cart
U10 - U19 Division 3: Fall 2008	This is our CYSA Division 3 traveling program for competitive players for players aged 8 - 18. Tryouts are required and you must receive an invitation before registering. The cost is \$200 before September 1st and \$210 after.	\$200.00	Add to Cart

- Fill out online registration form. Required fields are shown with red asterisk.
- Repeat this process (Step #10-12) for registering multiple children in your family in order to qualify for sibling discounts.
- When finished registering all players in your family, proceed to the Checkout page by selecting “CheckOut”.

Account Members

Member	Relation	
TOM TEST	Primary Guardian	Register
TOMMY TEST	Family Member	Register

Add New Member

Registrations & Status Cart

Account	Activity	Fee	
TOMMY TEST	U6 - U19 Recreational	\$204.00	Remove
		
		Total: \$204.00	

Note: Family Discounts are calculated and applied during the Checkout step

STEP 3: CHECKOUT →

Questions

14. Select Payment method (check or credit card) and then fill out required fields based on payment selection. When completed, click the “Process Payment” button to authorize payment and submit your online registration.

STEP 1 2 3

Online registration is hosted by Active.com on secure servers. Active will not sell, trade, or release to third parties any information that you provide.

Payment Information

Pay by Credit Card

Card Number *

Expiration Date * 1-Jan 2009

Card Verification * [? what's this?](#)

Pay by Check NOTE: Not an electronic check.

Card Billing Address

Name * TOM TEST

Address 1 * 123 E St

Address 2

City * San Jose

Country * USA

State * California

Zip Code * 99999

Email Address * tom.test@active.com

Fee Summary

Participant	Description	Fee
TOMMY TEST	U6 - U19 Recreational	\$100.00
	Late Fee	\$10.00
	Scholarship Donation	\$25.00
	Raffle Fundraiser	\$20.00
	Field Fund	\$25.00
	test	\$10.00
	test2	\$10.00
	Online Registration Fee	\$4.00
	Sub Total:	\$204.00
	Total:	\$204.00

[← Back](#)

[Process Payment](#)

15. The next screen that appears is the Confirmation Receipt Page

- a. Be sure to print this for your records
- b. A copy is also sent to you via email

16. Follow the specific instructions on the confirmation receipt page.