

Registering In The New Registration System

We are returning the Hockey Canada system for registering for GFEMH. Below are the steps you will need to complete to register your child for the 2017-2018 season.

- 1) **Login Screen.** - Chances are, you have a different email address than when you last registered using this system. Don't worry, we recommend that you use your current email and password of your choosing and create your parental shopping ID. If you can't register a new account with your email, please email registrar@forteriehockey.com with your email address and name so we can confirm the account and we will reset the password so you can move forward. You will get a response within 24 hours.

- 2) **Shopping Cart Screen** - Once logged into the site, you will be in the shopping cart section. Please follow the steps below to complete your registration.
 - a) You will need to hit the "Register a Participant" button to then search for your child. Your child's name and birthdate are required to move forward. Fill the blanks in, and then hit "Register". On the next screen, your child's information should appear at the bottom of the screen. The box should have their name, birthdate, last year of registration and your association (Greater Fort Erie Alliance). If this information matches, select "Register Now".
 - b) Choose the "Participants" for your type of registration and then click "Next"
 - c) The correct age bracket for your child should appear. Select the option and click "Next". In the case of the 4-6 year olds, you will select "Beginner" and then on the next screen either select the Beginner or Pre-novice fees, depending on which program you are registering your child for. All other ages should only receive one option. Choose the option and then click "Next".
 - d) This next section is the participant information. Anything with a red asterisk is required and until filled in will not allow you to move forward. Once completed, click "Next".
 - e) The next section is the Hockey Canada Waiver. Please read, select "I agree" and then click "Next".
 - f) Fees are the next section. You will see your Volunteer Bond (except the beginner program) and the basic registration fee for the 2017-2018 season with the total. Click "Review" to continue.
 - g) On the next screen, please review the information you have entered. If there are any changes, you can hit the back button. If everything is correct, and you have no one else to register, you can click "Checkout". If you have another child to register, click "Add to Cart" and then complete the above shopping cart process for your next child.
 - h) When you get to the Checkout screen, you will follow the prompts. At this time, the online payments are not active, but that feature is coming soon.

Should you run into any problems, please contact registrar@forteriehockey.com and we will get back to you as soon as we can and assist you through the steps.