

## CLUB CIRCULAR - 5, 2018/3/15

**Subject:**        2018 Coach Registration to Clubs

**Date:**            15<sup>th</sup> March 2018

**From:**            Tayla Daniele  
                        Coaching & Participation Coordinator  
                        **West Australian Football Commission**

**Audience:**      Club Coaches & League/Club Committee Members

|                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Summary:</b></p> <p>All coaches will once again be required to register to their Club via the registration system on Sports TG. They are to be registered by Round 1 of competitions as all Clubs will be required to select their registered coach on an online team sheet each week.</p> | <p><b>Club Action:</b></p> <ul style="list-style-type: none"><li>• Ensure relevant Club Committee members and Coaches receive this update.</li><li>• Club Registrars to edit the registration form to suit Players and Coaches – tips below</li></ul> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

### Registration Instructions

- Coaches to register through the National Registration Form – the same way a player would register
- Tick 'Coach' and fill in the required fields.
- The Club can then select and assign that Coach on the team sheet for match days.

### Tips When Editing Registration Form

Clubs will need to set *rules and filters* throughout the registration form to exclude Player related fees and questions for Coaches that may register through the form.

**Example 1:** A Coach may begin to register and notice a question called 'Parent/Guardian Mobile' – this can be assigned to Players only.

**Solution:** When a Club is editing their form, the layout section provides 'Rules' to ensure that those questions only need to be completed by Players.

How to - <https://support.sportstg.com/help/create-a-registration-form#layout-tab>

**Example 2:** A Coach may fill in all the compulsory questions and get to the payment stage where a Player registration fee is applied.

---

**Solution:** When a club is creating a product, the Filter section will allow them to click 'Player' to ensure the Coach does not have to pay that product.

How to - <https://support.sportstg.com/help/how-to-create-a-product#filter-tab>

### **Frequently Asked Questions**

#### **Can a coach register as a player aswell?**

Yes. A player/coach should select both options when asked which member type they are registering as. If a player is already registered and wishes to register as a coach, this can also be done.

#### **Can a coach register if they aren't accredited?**

Yes. All coaches should register no matter what their accreditation status is. They can complete their accreditation through the new online platform – [Coach.AFL](#)

---